



CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BIDDING CONFERENCE
PROCUREMENT OF WAREHOUSING SERVICES, TEMPERATURE CONTROLLED
IB NO. 2021-023
11 NOVEMBER 2020, 10:00 AM

I. CENTRAL OFFICE BIDS AND AWARDS COMMITTEE (COBAC)-B

A. ATTENDEES/PRESENT

- | | | |
|------------------------------------|---|----------------|
| 1. Usec. Gerardo V. Bayugo | - | Chairperson |
| 2. Dr. Allan A. Evangelista | - | Regular Member |
| 3. Ms. Charity L. Tan (thru Webex) | - | Regular Member |

ABSENT

- | | | |
|-------------------------------------|---|------------------|
| 1. Dr. Aleli Anne Grace P. Sudiagal | - | Vice-Chairperson |
| 2. Dr. Arnel Z. Rivera | - | Regular Member |

B. SECRETARIAT

1. Ms. Lara Mae D. Pares
2. Ms. Riza T. Bautista
3. Ms. Debbie A. Rabi
4. Mr. Ramil M. Jacinto
5. Ms. Claire C. Luna
6. Ms. Carmelyn M. Montemayor

C. END-USER/TWG REPRESENTATIVE

- | | |
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| 1. Mr. Ferdinand Dela Cruz | - SCMS Representative |
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D. OBSERVER

No observer

E. PROSPECTIVE BIDDERS:

- | | |
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| 1. Ms. Lalaine Rocero | - Phil Pharmawealth Inc. (PPI) |
| 2. Ms. Carlita N. Luna | - CBL Freight Forwarder and Courier Express Int'l. Inc. (CFFCEII) |
| 3. Ms. Ma. Cecilia Mapaupa | - CFFCEII |
| 4. Mr. Daang Paulun | - CFFCEII |
| 5. Mr. Erwin B. Pagala (thru Webex) | - Nonpareil International Freight & Cargo Services Inc. (NIFCSI) |
| 6. Mr. Victor C. Pellosis Jr. (thru Webex) | - NIFCSI |
| 7. Mr. Gilbert Luna | - GML Cargo Forwarder & Courier Express Int'l Inc. (GCFCEII) |
| 8. Ms. Jen Piñon | - GCFCEII |
| 9. Ms. Grace Dascual | -Airspeed Philippines Inc. (API) |
| 10. Mr. James Bayot | -API |
| 11. Ms. Maan Lumbang | -API |
| 12. Mr. Noel Pilapil (thru Webex) | -XDE Logistics Inc. (XDELI) |
| 13. Mr. William Nubla Batac (thru Webex) | - Metro Pac Movers, Inc. (MPMI) |

II. CALL TO ORDER

The Pre-Bidding Conference was called to order and presided by Usec. Gerardo V. Bayugo, COBAC-B Chairperson with two (2) regular members present.

III. MINUTES

The Pre-Bidding Conference for the Procurement of Warehousing Services, Temperature Controlled under IB No. 2021-023 with an Approved Budget for the Contract (ABC) of Two Hundred One Million Six Hundred Thousand Philippine Pesos (PhP201,600,000.00) was held on 11 November 2020, 10:00 AM through videoc Conferencing at the COBAC Conference Room, Ground Floor, Bldg. No. 6, San Lazaro Compound., DOH, Sta. Cruz, Manila. The Pre-Bidding Conference was held to discuss and clarify the inquiries of the prospective bidders.

1. The opening remark was led by Usec. Bayugo, COBAC-B Chairperson, where he introduced the COBAC-B Members and acknowledged the presence of the bidders.
2. The COBAC-B announced that the new 6th edition of the Philippine Bidding Documents (PBD) is now being used. The COBAC-B asked the Prospective Bidder's (PBs) representative if they had previously joined other government biddings to know if they are already familiar with the documentary requirements. All PB's representative responded that this is not their first time to join the government and stated that they are already familiar with the documentary requirements. Hence, the COBAC-B emphasized that they are all responsible for the content and the provisions stated in the eligibility requirements of the bidding documents.
3. The COBAC-B read the PBD posted on the PhilGEPS website and emphasized the following Sections of the cited PBD:
 - a. Section I: Invitation to Bid No. 10
 - b. Section II. Instruction to Bidders
 - i. ITB Clause 5.3
 - ii. ITB Clause 19.4
 - c. Section III: Bid Data Sheet including:
 - i. ITB Clause 5.3
 - ii. ITB Clause 14.1
 - iii. ITB Clause 15
 - iv. ITB Clause 20.1
 - v. ITB Clause 20.2
 - vi. ITB Clause 21.2
 - d. Section V. Special Conditions of Contract
 - i. GCC Clause 2.2
 - e. Section VI. Schedule of Requirements
 - f. Section VII. Technical Specifications
 - g. Section VIII. Checklist of Technical and Financial Documents
4. The COBAC-B emphasized the instructions on how to fill out Technical Specification which can be found on the page before Technical Specification of each PBD, to wit:

Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding

performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence.

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The COBAC-B informed the bidders that this is the common cause of “INELIGIBILITY” of most of the bidders. Hence, reiterated the cited instruction.

5. The COBAC-B emphasized the deadline and the instruction on the Submission and Opening of Bids that due to the General Community Quarantine (GCQ) and promoting Social Distancing, the Bid Opening will be conducted through video conference. Bids will be opened in the presence of the bidder’s representatives who choose to attend and to read judiciously the options in submitting their bid proposal. However, the COBAC-B preferred to receive the hardcopies of the proposal due to unnecessary experience in the past that cause the delay on accessing the encrypted password on the documents submitted by the bidder.
6. Aside from the Financial Proposal form attached in the PBD, the COBAC-B discussed that for the Financial Component envelope, the original of duly signed and accomplished Price Schedule based on GPPB Resolution No. 16-2020 shall also be submitted.
7. The following issues and concerns are the salient points of discussion:

PARTICULAR	ISSUES AND CONCERNS
Bid Data Sheet (BDS) ITB Clause 21.2	<p>A PB asked if there is a prescribed format for the documents in BDS ITB Clause 21.2 because it is not included in the PBD.</p> <p>The End-User representative responded that there is no prescribed form for the additional documents. Any proof of the required additional documents is acceptable.</p> <p>The PB also raised that the Sworn Statement, Secretary’s Certificate, Omnibus Sworn Statement and Bid Securing Declaration were not attached.</p> <p>Upon review, the Sworn Statement is included in the bidding document. The COBAC-B said that prescribed forms for other requirements were already uploaded in the DOH website for the reference and use of the PBs. A Bid Bulletin will be issued to provide a note in the Section VIII. Checklist of Technical and Financial Documents for the requirements.</p>
Section VI. Schedule of Requirements	<p>A PB clarified if they can they bid for one or two lots only considering that there are four lots. The COBAC-B responded yes.</p> <p>The COBAC-B referred to BDS ITB Clause 19.3 wherein the ABC per lot was discussed and any bid with a financial component exceeding each ABC shall not be accepted. The COBAC-B discussed that based</p>

PARTICULAR	ISSUES AND CONCERNS
	<p>on Section II, Instruction to Bidders 19.4 “The Project shall be awarded as follows: One Project having several items, which shall be awarded as separate contracts per item”.</p>
Statement of Single Largest Completed Contract (SLCC)	<p>A PB asked what would be the basis for the Statement of SLCC since separate lot bidding. The PB explained if they will bid for two lots, can a single/ same contract be used for the other lots?</p> <p>Another PB said that it was not clear in the PBD if the PBs should comply this requirement by simply adding the ABC based on the number of lots which the PB will join.</p> <p>Another PB said that based on last year’s bidding, their bids were evaluated per lot. He said that if one lot (Statement of SLCC) was satisfied, it can already satisfy the requirements of the other lots.</p> <p>The COBAC-B clarified if the TWG evaluates the lots separately, the combined ABC of the bidder’s proposal for the number of lots would comply with the 50% of total ABC of those lots. A Bid Bulletin will be issued to further clarify this matter.</p> <p>If that is the case, the PB suggested to indicate in Statement of SLCC the number of lots the PB will join. The PB also suggested the submission of bid proposal per project (lot) for easy evaluation of COBAC-B. Then, the PB requested if the statement of SLCC can be changed to aggregate contracts that can support such big amount. The COBAC-B responded that all suggestions were noted and a Bid Bulletin will be issued for any changes.</p> <p>The PB clarified regarding submission of completed contracts based on the prescribed period. Since for private contract, sometimes duration of contract can be five or eight years, will the contract be acceptable? The COBAC-B said that the PBs should submit a contract completed within three (3) years prior to the deadline for the submission and receipt of bids (November 25, 2020).</p> <p>Lastly, a PB asked if extension of original contract can be accepted for the total computation of SLCC. The COBAC-B said that a Bid Bulletin will be issued to clarify this matter.</p>
Submission of PhilGEPS Platinum Certificate of Joint	<p>A PB asked if the PhilGEPS Platinum Certificate will not be required for the JV partner. The COBAC-B said</p>


PARTICULAR	ISSUES AND CONCERNS
Venture (JV) Partner	that the JV partner can submit the "Class A" documents during Submission and Opening of Bids, however, PhilGEPS Platinum Certificate shall be submitted as a Post-Qualification requirement pursuant to GPPB Circular 07-2017 dated 31 July 2017.
PBD fee if more than one lot will be participated	A PB clarified how much will the PBD cost if they will participate for every lot. The COBAC-B said that applicable fee for the PBD is Fifty Thousand Philippine Pesos (PhP50,000.00) regardless of the number of lots the PB will participate.
Preferential advantage if the supplier will bid for more lots?	A PB clarified if there is a preferential advantage if the supplier will bid for more lots. The End-user representative said no because it will limit the number of suppliers. As long as requirements are met, the supplier can participate.
Terms of Reference	<p>A PB asked regarding the warehouse area requirement. The End-user representative answered that the warehouse area required is at least 6,000 sqm with minimum 4,000 pallet position.</p> <p>A BB also asked applicability of stacks should not be more than 2.5 m (8 feet) high. The End-user representative said that it is applicable for floor stacks only.</p>
Payment Milestone	A PB asked if there is payment milestone for this project. The End-user representative said that payment per month is based on fixed rate in the financial proposal submitted by the winning bidder and depends on the monthly billing.
Effectivity of Contract Duration	A PB asked when will the contract commence considering twelve months was indicated. The COBAC-B said that contract will start until CY 2021 budget is approved. For Early Procurement activity, there is short of award process.

7. The COBAC-B also reiterated that should there be any further clarification or inquiries, the bidder should put it in writing, addressed to the COBAC-B within three (3) calendar days after the conduct of the Pre-Bidding Conference.
8. The COBAC-B informed the prospective bidder that all the inquiries and clarifications that would change the terms and conditions of the bidding will be included in the bid bulletin that will be issued.
9. The COBAC B reminded the bidders that anything that has been discussed will not change the terms and conditions of the bidding document unless it is stated in a bid bulletin that will be issued.
10. The COBAC-B reiterated that the deadline of submission of bids is on 25 November 2020, 9:00 A.M. The COBAC-B emphasized the options on the Submission and Opening of Bids due to the General Community Quarantine and promoting Social Distancing. They

were informed that the Bid Opening will be conducted through video conference. Bids will be opened in the presence of the bidder's representatives who choose to attend.

Adjournment: Having no other remaining issues and concerns, the COBAC-B adjourned the Pre-Bidding Conference at 11:00 AM.

Prepared by:


11/16/2020
LARA MAE D. PARES
COBAC-B Secretariat

Approved by:


GERARDO V. BAYUGO, MD, MPH, CESO III
Undersecretary of Health
COBAC-B Vice-Chairperson