



**CENTRAL OFFICE BIDS AND AWARDS COMMITTEE**

**MINUTES OF PRE-BIDDING CONFERENCE**

09 March 2021; 10:00 A.M  
COBAC CONFERENCE ROOM

**PROCUREMENT OF LAGUNDI  
IB NO. 2021-122**

**I. ATTENDEES:**

**A. CENTRAL OFFICE BIDS AND AWARDS AND COMMITTEE (COBAC)-D:**

**Attendees:**

- |                            |   |                  |
|----------------------------|---|------------------|
| 1. Dir. Enrique A. Tayag   | - | Vice-Chairperson |
| 2. Dr. Melissa T. Sena     | - | Regular Member   |
| 3. Ms. Ma. Arlene S. Arbas | - | Alternate Member |

**Absent:**

- |                                |   |                |
|--------------------------------|---|----------------|
| 1. Usec. Lilibeth C. David     | - | Chairperson    |
| 2. Dr. Rodolfo Antonio Alborno | - | Regular Member |

**B. COBAC-A SECRETARIAT:**

1. Ms. Dawnavi Lae Lacsado
2. Ms. Mercedita Flores
3. Ms. Kreenzel Bautista
4. Mr. Alice Escamilia
5. Ms. Jackielou Dimatulac
6. Mr. Ray John Habig
7. Mr. Lorenzo Javier

**C. END-USER (EU) REPRESENTATIVE:**

- |                             |   |   |
|-----------------------------|---|---|
| 1. Ms. Krystelle A. Mabagos | - | Health Emergency Management Bureau (HEMB) |
|-----------------------------|---|---|

**D. PROSPECTIVE BIDDERS PRESENT:**

- |                          |   |   |
|--------------------------|---|---|
| 1. Ms. Lalaine P. Rocero | - | Phil Pharmawealth, Inc. (PPI)             |
| 2. Ms. Miriam Mallari    | - | Regimed Pharmaceutical Distributor, (RPD) |
| 3. Ms. Minette A. Mesina | - | 777 Red Pharma, Inc. (RPI)                |

**II. CALL TO ORDER:**

The Pre-Bidding Conference for the above-cited procurement project was made on 30 March 2021 at 10:00 AM to 10:30 AM at the COBAC Conference Room, Department of Health and via Cisco Webex. The cited activity was called to order and presided over by Dir. Enrique A. Tayag, COBAC-D Vice-Chairperson.

### III. MINUTES:

1. Three (3) Prospective Bidders (PB) attended the above-mentioned conference, namely:
  - a. PPI;
  - b. RPD; and
  - c. RPI
2. The COBAC-D acknowledged the presence of the PBs and were informed that they will first discuss the common requirements for the project and eventually go through the items for the discussion of the Approved Budget for the Contract (ABC), Schedule of Requirements, and Technical Specifications.
3. The COBAC-D presented the bidding requirement and the following subject matters were emphasized:
  - Section II. Instructions to Bidders;
  - Section III. Bid Data Sheet including:
    - Eligibility Requirements;
    - Technical Documents;
    - Financial Requirements; and
    - Post-Qualification Requirements
  - Section V. Special Conditions of Contract;
  - Section VI. Schedule of Requirements;
  - Section VII. Technical Specifications; and
  - Section VIII. Checklist of Technical and Financial Documents
4. No issue or concern was raised during the cited conference.
5. The COBAC-D mentioned that any changes in the Public Bidding Documents (PBD) and all queries will be responded through a Bid Bulletin.
6. The COBAC-D mentioned that should there be any more clarifications, the bidders may send the COBAC-D Chairperson a formal letter at least ten (10) calendar days before the deadline set for the submission and receipt of bids.
7. Having no other matters to discuss, the meeting was adjourned at 10:30 AM.

### IV. ADJOURNMENT:

Having no other matters to be discussed, the aforesaid meeting was adjourned at 12:30 P.M.

Prepared by:



**LORENZO P. JAVIER, RPh**  
COBAC-D, Secretariat

Approved by:



**DIR. ENRIQUE A. TAYAG, PHSAE, FPSMID, CESO III**  
COBAC-D, Vice-Chairperson

