



Republic of the Philippines
Department of Health

CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

MINUTES OF PRE-BIDDING CONFERENCE
26 SEPTEMBER 2018; 10:00 A.M.
COBAC CONFERENCE ROOM

SUPPLY, INSTALLATION, CONFIGURATION, INTEGRATION, AND COMMISSIONING OF VOICE ROUTER AND MANAGED NETWORK SWITCH FOR SMOKE CESSATION PROJECT FOR THE LUNG CENTER OF THE PHILIPPINES – REBID IB NO. 2018-261-A

I. PRESENT:

A. CENTRAL OFFICE BIDS AND AWARDS AND COMMITTEE, COBAC-B:

- | | | |
|--------------------------|---|------------------|
| 1. DIR. MA. THERESA VERA | - | VICE-CHAIRPERSON |
| 2. MS. CHARITY TAN | - | REGULAR MEMBER |
| 3. MS. ROSEMARIE AGUIRRE | - | ALTERNATE MEMBER |

Absentees:

- | | | |
|---------------------------------|---|----------------|
| 1. ASEC. MARIA ROSARIO VERGEIRE | - | CHAIRPERSON |
| 2. DR. JOYCE DUCUSIN | - | REGULAR MEMBER |
| 3. DIR. MAYLENE BELTRAN | - | REGULAR MEMBER |

B. SECRETARIAT:

- | | | |
|----------------------------|---|-------------------|
| 1. MS. GENICAR BAROTILLA | - | COBAC SECRETARIAT |
| 2. MS. RIZA BAUTISTA | - | COBAC SECRETARIAT |
| 3. MS. DAWNAVI LAE LACSADO | - | COBAC SECRETARIAT |
| 4. MS. CELINE VELASCO | - | COBAC SECRETARIAT |
| 5. MR. JAN CARLO PALUGOD | - | COBAC SECRETARIAT |
| 6. MR. KAYERON CANONA | - | COBAC SECRETARIAT |

C. END-USER REPRESENTATIVE/S:

- | | | |
|-------------------|---|-------|
| 1. MR. JOEL ARIAS | - | KMITS |
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D. PROSPECTIVE BIDDERS PRESENT

- | | | |
|---------------------------|---|------------------------------------|
| 1. MS. CRISTINA LEOPARDAS | - | TRENDS AND TECHNOLOGIES INC. (TTI) |
| 2. MR. LOUIE TABORDIA | - | MAXIMUM SOLUTIONS CORP. (MSC) |

II. CALL TO ORDER

The Pre-bidding Conference was called to order by Dir. Ma. Theresa Vera, COBAC-B Vice-Chairperson.

III. MINUTES

- Two (2) prospective bidders attended the aforesaid conference namely, TTI and MSC. However, before the COBAC conducted the conference, the COBAC-B was informed by

the Secretariat in-charge that MSC left already since they do not have any questions regarding the requirements of this project.

2. The COBAC-B informed the Prospective Bidder (PB) that they will first discuss the common requirements for all the packages and eventually go through each procurement package for the discussion of the Approved Budget for the Contract, Schedule of Requirements and Technical Specifications.
3. The following were the issues and concerns raised/discussed regarding the Technical Specifications:

Original Specifications/Concerns	Comments/Suggestions
TTI asked if the required power supply for the Voice Router is Redundant.	The End-user, KMITS said that they require the Redundant Power Supply for the Voice Router.

4. The COBAC-B said that any changes in the Technical Specifications and Schedule of delivery will be reflected in the Bid Bulletin.
5. The COBAC-B mentioned that should there be any more clarifications or inquiries after the issuance of Bid Bulletin, the bidders may send the COBAC-B Chairperson a formal letter at least ten (10) calendar days before the deadline set for the submission and receipt of bids.


IV. ADJOURNMENT:

Having no other matters to discuss, the meeting was adjourned at 10:30 AM.

Prepared by:

Approved by:


KAYERON E. CANONA
COBAC-B Secretariat
09/27/18


MA. THERESA G. VERA, MD, MSc, MHA, CESO III
COBAC B, Vice-Chairperson
9/27