

BIDS AND AWARDS MINUTES OF THE MEETING

Updated as of 20 September 2019

DATE: November 06, 2020		TIME STARTED: 3:00 PM		TIME ENDED: 3:45 PM	
BIDDING ACTIVITY	<i>Mark (X)</i>				
	<input type="checkbox"/> Pre - Procurement Conference		<input type="checkbox"/> Opening of Bids		
	<input checked="" type="checkbox"/> Pre - Bidding Conference for 2 nd Posting		<input type="checkbox"/> Special Meeting / Others		
PROJECT TITLE	VIRTUAL PLATFORM SERVICE PROVIDER, 6th Regional Travel Fair (Virtual Edition)			APPROVED BUDGET COST PHP 2,000,000.00	
BAC MEMBERS	<i>Mark (X)</i>				
	Chairperson	<input checked="" type="checkbox"/> Atty. Venancio C. Manuel III			
	Vice Chairperson	<input checked="" type="checkbox"/> Marian Sarah C. Garate			
	Regular Member	<input type="checkbox"/> Nerissa D. Juan			
	<i>Alternate Member</i>	<input checked="" type="checkbox"/> Hernan Melchor G. Narvadez			
	Provisional Member	<input checked="" type="checkbox"/> Ramon Julian S. De Veyra, Jr.			
	<i>Alternate PM</i>	<input type="checkbox"/> Marivic M. Sevilla			
	Provisional End User	<input type="checkbox"/> Cesar R. Villanueva			
PROJECT OFFICER/S	<input checked="" type="checkbox"/> Michelle S. Alcantara				
TECHNICAL WORKING GROUP	<i>Mark (X)</i>				
	GOODS	CONSULTING	INFRASTRUCTURE		
	<input checked="" type="checkbox"/> Carmela Joy A. Febrio	<input type="checkbox"/> Rose Ann B. Cruz	<input type="checkbox"/> Edmon Gerald A. Loza		
	<input checked="" type="checkbox"/> Nelson D. Lopez	<input type="checkbox"/> Francine M. Roca	<input type="checkbox"/> Remigio U. Pagaduan		
<input checked="" type="checkbox"/> Michael M. Malonda	<input type="checkbox"/>	<input type="checkbox"/> Cesar R. Villanueva			
BAC SECRETARIAT	1. Eloisa A. Romero 2. Socrates G. Torres				
BIDDER / REPRESENTATIVE		ELIGIBILITY (X)	TECHNICAL (X)	FINANCIAL BID	
1) MyBusyBee, Inc. Ms. Christine Ocampo Ms. Elaine Marie Maulion – Admin Head Mr. Rico Hernandez Mr. Ronald Ordonez 2) Target Advertising Mr. Petrusp Kasad Mr. Third Gabais					
HIGHLIGHTS:					
1. The BAC Chairperson presided the Pre Bid Conference for the Virtual Platform for the 6 th Regional Travel Fair (RTF) - 2 nd Posting. 2. The BAC Secretariat Head certified the existence of quorum.					

3. The Project Officer, Ms. Michelle Alcantara, presented the background and components/requirements of the project.
4. The BAC Chairperson, opened the floor for questions and clarifications from all prospective bidders.
5. Mr. Rico Hernandez of MyBusybee, Inc., asked the project officer if the date of implementation can be re scheduled? The project officer confirmed that the implementation will go as posted, Dec. 10-13, 2020.
6. Mr. Rico Hernandez asked the timeline, The BAC Chairperson asked the procurement officer to present the timeline, and the procurement officer presented the earliest timeline of procurement.
7. The BAC Chairperson asked the prospective bidders how long will be the preparation to develop this Virtual Platform. Mr. Rico Hernandez, informed the body that the average preparation is about 2 months and the earliest would be about 1 month.
8. Mr. Petrusp Kasad informed the body that at least 30 days from issuance of Notice of Award are needed for them to develop the virtual platform.
9. Given the concerns of the bidders about the time needed to develop the Virtual Platform, the BAC Chairperson requested the project officer to meet with their team and to revisit the implementation date, and the project officer agreed with the BAC Chairperson.
10. Mr. Petrusp Kasad asked the body how does the online payment between the sellers and buyer will be? Ms. Michelle Alcantara, the project officer, replied that the payment should be between the seller and buyer, not through the RTF platform.
11. Mr. Petrusp Kasad asked again the body what the criteria for match making are. The project officer replied that this will be a pre-scheduled and TPB will provide the criteria.
12. Mr. Petrusp Kasad asked the body if the TPB has an existing Regional Travel Fair website, and the BAC Chairperson advised the body that TPB will consult the MISD about this and will issue a Bid Bulletin if warranted.
13. The BAC Chairperson asked the prospective bidders if some of the components of the Technical Specification are modified or removed, will the development of platform be shortened.
14. Mr. Rico Hernandez of MyBusyBee informed the body that the crucial part is the readiness of the contents, the images and the brochures to be uploaded on the Platform.
15. The BAC Chairperson asked the body for further questions or clarifications, and when there was no further question received, the BAC Chairperson adjourned the Pre Bid Conference.

Prepared by:

 11/06/2020
ELOISA A. ROMERO

Signature Over Printed Name of Head BAC Secretariat

Certified by:


ATTY. VENANCIO C. MANUEL III

Signature Over Printed Name of Presiding Officer