

BIDS AND AWARDS MINUTES OF THE MEETING

Updated as of 20 September 2019

DATE: January 4, 2021		TIME STARTED: 2:00 PM		TIME ENDED: 3:00 PM	
BIDDING ACTIVITY	<i>Mark (X)</i>				
	<input type="checkbox"/> Pre - Procurement Conference <input checked="" type="checkbox"/> Pre - Bidding Conference		<input type="checkbox"/> Opening of Bids <input type="checkbox"/> Special Meeting / Others		
PROJECT TITLE:				APPROVED BUDGET COST	
JANITORIAL SERVICES FOR A PERIOD OF 1 YEAR (JAN-DEC. 2021)				PHP 4,184,666.64	
BAC MEMBERS	<i>Mark (X)</i>				
	Chairperson Vice Chairperson Regular Member <i>Alternate Member</i> Provisional Member <i>Alternate PM</i> Provisional End User	<input checked="" type="checkbox"/> Atty. Venancio C. Manuel III <input type="checkbox"/> Marian Sarah C. Garate <input checked="" type="checkbox"/> Nerissa D. Juan <input type="checkbox"/> <input checked="" type="checkbox"/> Ramon Julian S. De Veyra, Jr. <input type="checkbox"/> Marivic M. Sevilla <input checked="" type="checkbox"/> Roselle D. Romero			
PROJECT OFFICER/S	<input checked="" type="checkbox"/> Bhong Ducusin				
TECHNICAL WORKING GROUP	<i>Mark (X)</i>				
	GOODS	CONSULTING	INFRASTRUCTURE		
	<input type="checkbox"/> Carmela Joy A. Febrio <input checked="" type="checkbox"/> Nelson D. Lopez <input checked="" type="checkbox"/> Michael M. Malonda	<input type="checkbox"/> Rose Ann B. Cruz <input checked="" type="checkbox"/> Francine M. Roca <input type="checkbox"/>	<input type="checkbox"/> Edmon Gerald A. Loza <input type="checkbox"/> Remigio U. Pagaduan <input type="checkbox"/> Cesar R. Villanueva		
BAC SECRETARIAT	1. Eloisa A. Romero 2. Socrates G. Torres				
BIDDER / REPRESENTATIVE		ELIGIBILITY	TECHNICAL	FINANCIAL BID	
		(X)	(X)		
1. Expogen General Services, Inc. a) Mr. Ryan Michael Avenir 2. Intertraffic Transport Corporation a) Ms. Lorelei Alan 3. Mega Maintenance & Allied Services, Inc. a) Ms. Rosalie C. Garcia 4. D' Triump Cleaners and Allied Services, Inc. a) Ms. Marion M. Maala					
HIGHLIGHTS:					
1. The BAC Chairperson presided the Pre Bid Conference. 2. The BAC Secretariat Head certified the existence of quorum. 3. The Project Officer and Provisional Member-End User presented the Terms of Reference to the body. 4. The BAC Chairperson opened the floor to questions and clarifications.					

5. Ms. Marion M. Maala inquired what clearances and/or certifications are required to be submitted for the bid opening, and the Project Officer replied that for the bid opening, the Certificate of no pending case from DOLE and the DOLE registration must be included in the technical requirements, while the clearances for the regular remittances to SSS, PHILHEALTH, PAGIBIG, etc. should be attached to billing statements, and that TPB will issue a bid bulletin if these are warranted.
6. The End-User informed the body that TPB there is an increase in the SSS contribution. Ms. Maala added that the PhilHealth Contribution should only be half of what is indicated in the TOR because half should be employee's share. The BAC Chairperson informed the body that TPB will issued a Bid Bulletin if this is warranted.
7. Ms. Rosalie C. Garcia asked the body if the bidder will submit also the hard copy bidding of proposal aside from scanned copy submitted thru online submission. The BAC Chairperson informed the body that only online submission is required for the bid opening but the bidders are also instructed to submit the hard copy of the bid proposal during the post qualification.
8. Ms. Garcia also asked if bidder should include copy of all the supporting contracts attached to the Bidders Statement of all its ongoing government and private contracts within three (3) year including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity of the contract to the bid. The BAC Chairperson replied that the list and without the supporting attachment of the bidders' statement of all its ongoing government and private contract will be accepted, but the Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid within three (3) year should be accompanied with complete supporting attachment.
9. Ms. Lorelei Alan asked the body if the bidders can submit the 2020 Business Permit or Mayor's Permit since it is only the beginning to the year and renewal is still ongoing. The BAC Chairperson informed the body that proof of application for renewal for business permit/mayor's permit such as Official Receipt is required.
10. Mr. Ryan Michael Avenir asked the body if zero amount or no amount assigned to supplies is allowed on the bid form, and the project officer confirmed that this is allowed.
11. The BAC Chairperson reminded the body that performance evaluation with satisfactory rating is required for the yearly renewal of the contract, for a maximum of three years including the first year, and this should be included in the TOR.
12. The BAC Chairperson asked the body for further question or clarification, and when there was no further question received, the BAC Chairperson adjourned the conference.

Prepared by:


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