

**MINUTES OF MEETING**  
**Pre-Bid Conference (Google Meet)**  
**August 7, 2020 (10:00 am - 12:40 am)**

DSWD FO IX conducted its Pre-Bid Conference last August 7, 2020 (Friday) for the following projects:

<b>Project Title</b>	<b>ABC (in Php)</b>
Procurement of Perishable Items for BANGUN Implementation in Basilan Province	5,679,740.00
Procurement of Grocery Items for BANGUN Implementation in Basilan Province	3,408,935.00
Procurement of Semi-Perishable Items for BANGUN Implementation in Basilan Province	6,409,325.00
Procurement of Perishable Items for BANGUN Implementation in Tawi-Tawi Province	5,568,140.00
Procurement of Grocery Items for BANGUN Implementation in Tawi-Tawi Province	3,349,185.00
Procurement of Semi-Perishable Items for BANGUN Implementation in Tawi-Tawi Province	6,580,675.00
Procurement of Perishable Items for BANGUN Implementation in Sulu Province	6,474,240.00
Procurement of Grocery Items for BANGUN Implementation in Sulu Province	4,410,284.00
Procurement of Semi-Perishable Items for BANGUN Implementation in Sulu Province	5,099,585.00

To avoid crowded meeting and to properly observe social distancing, DSWD FO IX conducted this pre-bid conference using the Google Meet platform attended by the following:

- a. BAC Chairperson/ BAC Vice Chairperson/ BAC Members
- b. TWG for Finance, Procurement, and Construction
- c. Interested Bidders
- d. Observers (COA)

The meeting started with the introduction and acknowledgement of participants by the BAC Chairperson after confirmation by the BAC Secretariat that there is a quorum for the meeting.

#### **1st Presentation by BAC Chairperson**

1. Eligibility, Technical Documents, and Financial Component

Highlights on the following:

- a. Submission of bids (for issuance of Bid Bulletin)
  - b. Opening of Bids (using Google Meet platform)
  - c. Sealing and Marking of Bids
  - d. Stamping of "*Certified True Copy*", properly signed by owner/authorized representative above business name for all machine-copy documents
2. Motion for Reconsideration
  3. Protest Mechanism
  4. Liquidated Damages
  5. Modification and Withdrawal of Bids
  6. Ceiling of Bid Price
  7. Reservation Clause
  8. Offenses and Penalties

**2nd Presentation by Ms. Jamaica Musa - Technical Specifications and Schedule of Delivery**

**Issues and Concerns:**

Whether bidders can submit only one (1) Technical Component envelope and nine (9) Financial Component envelope for the nine (9) BANGUN procurement	No. Bidders have to submit one (1) Technical Component envelope and one (1) Financial Component envelope per bidding.
Can bidders submit online during bid opening?	Yes, bidders may submit online Technical and Financial Component envelopes provided that each file shall be password protected and password shall only be revealed during bid opening. In addition, bidders must also submit proof of delivery to the courier.

Prepared by:

**Xanthi Romella J. Vallecer**  
BAC Secretariat

Approved by:

**Maria Corazon G. Sumicad**  
BAC Chairperson


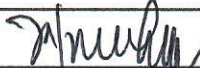
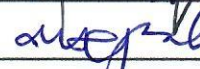


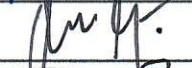







Republic of the Philippines  
**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
 Bids and Awards Committee  
 Field Office IX - Zamboanga City

**Pre-Bid Conference**

August 7, 2020

Project Name	ABC
Semi-Perishable Items for BANGUN Supplementary Feeding in Basilan Province	6,409,325.00
Grocery Items for BANGUN Supplementary Feeding in Basilan Province	3,408,935.00
Perishable Items for BANGUN Supplementary Feeding in Basilan Province	5,679,740.00
Semi-Perishable Items for BANGUN Supplementary Feeding in Tawi-Tawi	6,580,675.00
Grocery Items for BANGUN Supplementary Feeding in Tawi-Tawi	2,749,185.00
Perishable Items for BANGUN Supplementary Feeding in Tawi-Tawi	5,568,140.00
Semi-Perishable Items for BANGUN Supplementary Feeding in Sulu Province	5,099,585.00
Grocery Items for BANGUN Supplementary Feeding in Sulu Province	4,410,284.00
Perishable Items for BANGUN Supplementary Feeding in Sulu Province	6,474,240.00

	NAMES	DESIGNATION	SIGNATURE	CONTACT NO.
1	<b>Maria Corazon G. Sumicad</b>	Chairperson		991-6030
2	<b>Fe L. Dela Cruz</b>	Vice Chairperson		991-6030
3	<b>Ma. Lourdes U. Amilhamja</b>	Member		991-6030
4	<b>Marilyn D. Fabian</b>	Member		991-6030
5	<b>Ma. Socorro S. Macaso</b>	Member		991-6030
6	<b>Carmencita D. Luna</b>	Member		991-6030
7	<b>Engr. Rolieste Falsis</b>	TWG-Infra		991-6030
8	<b>Bellene L. Ahmad</b>	TWG - Finance		991-6030
9	<b>Renato G. Fojas</b>	TWG - Procurement		991-6030
10	<b>Xanthi Romeilla J. Vallecer</b>	BAC Secretariat		991-6030
11	<b>Omiberto P. Pablo Jr.</b>	BAC Sec-Member		991-6030
12	<b>Naida Karim</b>	BAC Staff		991-6030
13	<b>Princess Charmaine Ortiz</b>	BAC Staff		991-6030
14	<b>Jamila A. Arasid</b>	Focal Person, BangUn		991-6031
15	<b>Jamaica I. Musa</b>	ND II, BangUn		991-6032
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