

**MINUTES OF PRE-BID CONFERENCE**

**Name of Project / ABC :**

<b>IB NO.</b>	<b>ITEM DESCRIPTION</b>	<b>TOTAL ABC</b>
IB-2021-009	Various Pharmaceutical Supplies CY 2021	135,771,318.70
IB-2021-010	Various Common Non-Medical Supplies CY 2021	2,244,279.45

**Date / Time** : November 6, 2020, 2:00 P.M.

**Venue** : Video Conference / Procurement Division Area

<b>Present were:</b>		
<b>Name</b>	<b>Designation</b>	<b>Signature</b>
1. Maria Rosario S. Cruz, MD	BAC Chairperson	Signed
2. Antonio F. Domasian, Jr., RMT	BAC, Vice-Chairperson	Signed
3. Emma A. Mariano, CPA, MGM-ESP	BAC, Member	Signed
4. Maria Cristina Estrelin C. Natonton, RN	BAC, Member	Signed
5. James Anthony F. Paredes, RN	BAC, Member	Signed
6. Ellen D. Teves, MHSA	BAC, Member	Signed
7. Kara Marie Venice P. Medrano, RPh)	Provisional Member (Pharmaceutical Supplies)	Signed
8. Ester L. Reinoso, MHSA	Provisional Member (Common Non-Medical Supplies) TWG, Chairperson	Signed
9. Mirasol C. Bustamante, RN	TWG, Vice-Chairperson	Signed
10. Miriam Alice D. Castillo	TWG, Member	Signed
11. Jennifer L. Campo	TWG, Member	Signed
12. Mel Anthony S. Espinosa	TWG, Member	Signed
13. Aileen M. Saremo	BAC Secretariat (J.O.)	Signed

**PROSPECTIVE BIDDERS:**

*See attached attendance*

I. Business Matters:

1. This Pre-bid Conference was called to order at 2:28 P.M. It was presided by the BAC Chairperson, Dr. Maria Rosario S. Cruz and discussed by BAC Member, Mr. James Anthony F. Paredes, RN;
2. Reading of the details of the following bidding documents for the above-mentioned project:
  - a) Section I. Invitation to Bid Nos. IB-2021-009 and 010
  - b) Section. VII. Technical Specification / Price Schedule
  - c) Terms of References for Pharmaceutical Supplies:
    1. Alcohol
    2. Blood Sugar Strips
    3. Hazardous Medicines
    4. Administrative Order No. 2019-0041, dated October 4, 2019 re: *Implementing Guidelines in Assuring the Efficacy, Quality, and Safety of Pharmaceutical Products in the Public Health Facilities;*
  - d) Section II. Instructions to Bidders
  - e) Section III. Bid Data Sheet
  - f) Section V. Special Conditions of Contract
  - g) Section VIII. Checklist of Technical and Financial Documents

II. Noted comment/reaction from the representatives of the BAC, TWG and bidders.

PARTICULAR / PCMC Requirement	Issues Raised by Prospective Bidders	BAC/End-user's Remarks/ Comments/ Reactions/ Explanation
<b>PHARMACEUTICAL SUPPLIES</b>		
68. Calcium Carbonate tablet/chewable 500mg	<p>Our offer should not exceed the ABC otherwise we'll be disqualified?</p> <p>We are the supplier of PCMC for this item and currently our price offered is higher than the ABC.</p>	<p>Yes.</p> <p>Our basis for the ABC is DPRI.</p>
<p>71. CAPD Solution 1.5% 2L with cap 72. CAPD Solution 1.5% 5L with cap 73. CAPD Solution 2.3% 2L with cap 74. CAPD Solution 4.25% 2L with cap 75. CAPD Solution 4.25% 5L with cap</p>	<p>Are those solutions only or with cap?</p> <p>The ABC is for solution only, cap is not included.</p> <p>For items 72 and 75, I think cap is not included.</p> <p>It is 1<sup>st</sup> time for PCMC to procure the items 72 and 75, do we still have to submit sample for evaluation?</p> <p>Ancillaries for 5L are not included?</p>	<p>With cap.</p> <p>It is price based on Z package since dialysis will apply already. We'll verify first.</p> <p>We'll check first.</p> <p>No need to submit sample for evaluation since it is the same solution with the 2L which we use and compatible with our machine. Unless there is another bidder for this item.</p> <p>We'll check on that.</p>

PARTICULAR / PCMC Requirement	Issues Raised by Prospective Bidders	BAC/End-user's Remarks/ Comments/ Reactions/ Explanation
<p>186. Iodixanol 652mg/mL (320mg iodine), 50mL</p> <p>187. Iohexol v1 300mg iodine/mL, 50mL</p> <p><b>Section III. BID DATA SHEET</b>  20.2 (5.) With manufacturer and/or products certification by an independent 3rd party Certifying body (ISO 14020, 14021, 14024, 14025 or its equivalent), is preferred.</p>	<p>If our item has no ISO, can we submit CGMP?</p>            <p>Is CGMP required for Pharmaceutical Supplies only?</p>	<p>Yes, ISO or its equivalent.</p>            <p>For Common Non-Medical, ISO For Pharmaceutical Supplies ISO or CGMP (as equivalent of ISO)</p>
<p>272. Paclitaxel 6mg/mL 17mL (IV) v1 with Infusion set</p>	<p>Our product is 16.7mL, can you consider it?</p>	<p>When you round it off it is 17, it's ok but it must be evaluated.</p>
<p><b>CHECKLIST</b></p> <p>5. Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid. (Use of Form No. DOBA-PCMCSCF3b is required)</p>	<p>Do we have to attach supporting documents?</p>	<p>No need to attach documents but computation must be clear.</p>
<p>6. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid (Refer to Bid Data Sheet ITB Clause 5.3), except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within two (2) years prior to bid opening (use of Form No. DOBA-PCMCSCF3a is required).</p>	<p>Our SLCC must be computed based on the total ABC to join?</p>	<p>Yes.</p>
<p>11. Certificate of Performance in letterhead of their clients indicating the contact numbers and email addresses signed by the authorized head of the Department from three (3) clients of the bidder issued within the last six (6) months prior to bid opening.</p>	<p>Can we just submit scanned copy?</p>            <p>Is it really necessary that the contact numbers and email addresses are indicated in the certificate? Some of our clients have their templates which contact numbers and email addresses are not indicated.</p>	<p>You have to submit Certified True Copy. We may just ask you to show the original during post-qualification.</p>            <p>We use the certificate during post-qualification stage, for verification.</p>

PARTICULAR / PCMC Requirement	Issues Raised by Prospective Bidders	BAC/End-user's Remarks/ Comments/ Reactions/ Explanation
	<p>Can we submit letter request for certificate of performance to PCMC through email?</p> <p>Can we use 2019 certificate of good performance? Most of our clients are in skeletal due to pandemic.</p>	<p>You have to submit the hardcopy.</p> <p>It must be within the last six (6) months prior to bid opening. If the actual certificate is not yet issued, you may attach receipt/proof that you requested then we'll just ask for the certificate during the post-qualification stage.</p>
Technical Specifications and Price Schedule	If we will not join is some of the items, are we to delete it or just indicate no bid?	Put no bid.
<p><b>Section II. Instructions to Bidder</b> 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.</p>	Can we attach Domestic Preference?	Yes.
	Are we required to be present during the opening of bids?	We advise that one (1) representative be present during the opening of bids.
	Until when may we purchase bid documents?	Until November 17 as long as you can still prepare all the required documents.
	How much is the bidding documents?	<p>500,000 and below – 500.00</p> <p>More than 500,000 up to 1M – 1,000</p> <p>More than 1M up to 5M – 5,000</p> <p>More than 5M up to 10M – 10,000</p> <p>More than 10M up to 50M – 25,000</p> <p>More than 50M up to 500M – 50,000</p>
	<p>Is there time limit in submitting samples for evaluation on Tuesday?</p> <p>Is there a required quantity to submit?</p>	<p>During office hours (8:00 to 5:00)</p> <p>Garbage bags at least 5 pcs Containers and other items at least 1 pc</p>

III. Other Matters:

Emphasis on the following:

1. Bidders are advised that Dr. Julius A. Lecciones, Executive Director of this Medical Center does not call to solicit financial support for certain projects nor authorized anyone or any organization to do the same in his behalf.

2. Samples for evaluation for Common Non-Medical Supplies can be submitted until Tuesday, November 10, 2020 at Materials Management Division (MMD).
3. As indicated in the Section II. Instructions to Bidders Clause 9, requests for clarification(s) on and/ or interpretation of any part of the Bidding Documents must be in writing and submitted to the BAC of the Procuring Entity concerned at least ten (10) calendar days before the deadline set for the submission and receipt of bids.
4. Bid Documents are posted PhilGEPS and PCMC Website, also it was sent as an attachment to the link for pre-bid conference.

There having been no other remaining topics for discussion, the pre-bid conference adjourned at 4:30 P.M.

Prepared by:

**JOAN DM. VENDIOLA**  
Administrative Officer II

Checked and Reviewed by:

**ZENAIDA V. TALAGTAG, MGM-ESP**  
Supervising Administrative Officer  
OIC, Procurement Division