

MINUTES OF PRE-BID CONFERENCE

Name of Project / ABC: Supply and Delivery of the following:

| IB NO. | ITEM DESCRIPTION | ABC |
|-------------|--|-------------------|
| IB 2021-053 | Various Pharmaceutical Supplies CY 2021 | PHP 28,729,383.47 |
| IB 2021-054 | Various Common Medical Supplies CY 2021 | PHP 17,904,906.62 |
| IB 2021-055 | Various Pediatric Surgery Supplies CY 2021 | PHP 1,915,715.46 |

Date / Time : March 2, 2021, 2:00 PM

Venue : Procurement Division Waiting Area

| Present were: | | |
|--|-------------------------------|---|
| Name | Designation | Signature |
| 1. Maria Rosario S. Cruz, MD | BAC Chairperson |  |
| 2. Antonio F. Domasian, Jr., RMT | BAC Vice-Chairperson |  |
| 3. Emma A. Mariano, CPA, MGM-ESP | BAC Member |  |
| 4. James Anthony F. Paredes, RN | BAC Member |  |
| 5. Maria Cristina Estrelin C. Natonton, RN | BAC Member |  |
| 6. Ellen D. Teves, MHSA | BAC Member |  |
| 7. Kara Venice Marie P. Medrano | Provisional Member – Pharmacy |  |
| 8. Ester L. Reinoso | Provisional Member – MMD |  |
| 9. Mirasol C. Bustamante | TWG Chairperson |  |
| 10. Miriam Alice D. Castillo | TWG Vice-Chairperson |  |
| 11. Mel Anthony S. Espinosa | TWG Member |  |
| 12. Karl Angelo Tadeo | UW II (JO) |  |

PROSPECTIVE BIDDERS:

See attached attendance

A. Business Matters:

1. The on-line Pre-bid Conference via google meet was called to order at 2:00 P.M. and was presided by the BAC Chairperson, Dra Maria Rosario S. Cruz .
2. Reading of the details of the following bidding documents for the above-mentioned projects by Ms. Emma A. Mariano .
 - a) Section I. Invitation to Bid Nos. 2021 – 053 to 2021-055
 - b) Section. VII. Technical Specifications
 - c) Section II. Instructions to Bidders
 - This includes presentation and clear explanation of the Eligibility and Technical and Financial Component to be submitted by the bidder as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
 - d) Section III. Bid Data Sheet

- e) Section V. Special Conditions of Contract
- f) Section VI. Schedule of Requirements

II. Noted comment/reaction from the representatives of the BAC, TWG and prospective bidders (see attached Annex "A").

III. Other Matters:

Emphasis/ clarification on the following:

1. **Instructions to Bidders Clause 19.4** : Option 3 - One Project having several items, which shall be awarded as separate contracts per item.
2. **Product Evaluation – Medical Supplies** : Prospective bidders were informed that items to be offered should pass end-user's evaluation before they can join the bidding. Result of Product evaluation can be secured from MMD.

| Coverage | Quantity | Deadline to submit samples |
|--|---|----------------------------|
| All new items not yet evaluated by PCMC (existing items that already passed PCMC's evaluation need not be submitted) | One (1) box for items for which packaging is per box ie. gloves | March 5, 2021 |

3. **Certificate of Performance** : Certificate of Performance issued by PCMC last November 2020 bidding for Supplies is still valid for this bidding.
4. **Delivery Schedule** : Within seven (7) working days from receipt of DELIVERY ORDER SLIP
5. Certificate of Performance issued by PCMC last November 2020 bidding for Supplies is still valid for this bidding.
6. Submission of Eligibility and Technical Documents is per project (Refer to Instructions to Bidders – Sealing and Marking of Bids)
7. For necessary amendment of specifications as discussed during the conference, BAC will issue a bid bulletin.

There having been no other remaining topics for discussion, the pre-bid conference was adjourned at 3:44 P.M.

Prepared by:


JERONA M. SILAGAN / JOANDM VENDIOLA
 AO II – Procurement Division

Checked and Reviewed by:


ZENAIDA V. TALAGTAG
 OIC, Procurement Division