

MINUTES OF THE MEETING
HELD BY THE BIDS AND AWARDS COMMITTEE (BAC) 3
on October 22, 2020, Thursday, 10:00 A.M. through Video Conferencing via Zoom
Application

AGENDA : PRE-BID CONFERENCE

**Procurement of Three (3) Years Pest Control Services for Ronquillo,
Manila Grand Opera and Malabon Satellites under ITB No. PB20-09-
053COR**

PRESENT :	Atty. Juan Miguel A. Maglaya	Chairperson, CID
	Margarita C. Bangi	Vice Chairperson, HRDG
	Romeo R. Cruz, Jr.	Member, TD
	Catalina Villaflor	Member, ITD
	Ian Lester D. Baldos	Member, FMED
	Fe M. Ramos	Alternate Provisional Member, CF Winford
	Jocelyn G. Soriano	Representative, End-user, CF Winford
	Roberto Holgado	TWG, CF Winford
	Ivan Symon s. Edralin	Representative, End-user, CF Winford
	Mary Jane Indiongco	Representative, End-user, CF Winford
	Sheryll Q. Despues	Procurement Officer I
	Wilson Fidel	Sr. Procurement Assistant

ALSO PRESENT :

Siesta Buenaventura	Rep. from Siesta Buenaventura
Kristel Gail Mercado	Rep. from D3 Pest Services
Orlando B. Sanchez Jr.	Rep. from Filipino Pest Control
Marianne Claire T. Mariano	Rep. from Power House Pest

1.0 CERTIFICATION OF QUORUM:

The representative of the Procurement Department (PD), acting as the BAC Secretariat, certified that there is a quorum.

2.0 CALL TO ORDER:

The Chairperson of the Bids and Awards Committee (BAC) 3, Atty. Juan Miguel A. Maglaya, called the meeting to order at 11:05 a.m.

3.0 PURPOSE:

- 3.1 To explain in detail the contents of the Bidding Documents provided to the bidders.
- 3.2 To answer queries the bidders want to clarify relative to the documents issued to them.

4.0 INTRODUCTION:

- 4.1 The Chairperson introduced the members of the BAC 3, end-user's representatives and its TWG, and the PD. He also acknowledged the presence of four (4) prospective bidders, namely:

1. Filipino Pest Control;
2. D3 Pest Services;
3. Siesta Buenaventura; and
4. Power House Pest Control Services.

4.2 The BAC 3 welcomed any clarifications/queries the prospective bidder might ask relative to the project, to be able to immediately settle any issues raised.

5.0 DISCUSSION:

5.1 The BAC 3, with the assistance of the representatives from the end-user, CF Winford, and the PD discussed the salient provisions of the bidding documents and the conduct of the bidding process. Attached hereto as Annex 'A' were the slide presentations, Schedule of Requirements and Technical Specifications for reference.

5.2 The queries/clarifications raised and the responses thereto, were as follows:

QUERIES/CONCERNS	RESPONSE
The bidder raised some clarifications regarding the Technical Specifications and the documentary requirements, as follows:	
Section III. Bid Data Sheet Page 44, ITB Clause 12.1(b) (ii)	
<p>1. List of Pesticides/Chemicals to be used and their corresponding Certificate of Product Registration from FDA or National Committee on Urban Pest Control (NPCUPC) and the Materials Safety Data Sheet (MSDS).</p> <p><i>The bidder inquired if they will be allowed to submit an automatic receipt as attachment to Certificate of Product Registration since there are lots of chemicals that have yet to be updated from their suppliers due to the pandemic.</i></p>	<p>The BAC 3, the end-user, CF Winford and its TWG agreed on the following:</p> <p>For Renewal: To submit the previous/expired Certificate and a copy of the proof of receipt for renewal. The bidder will still submit the valid Certificate of Product Registration once renewed.</p>
<p>2. Certification from Pest Control Association of the Philippines (PCAP) or any legitimate association on Pest Control.</p> <p>The bidder raised that the latest License issued by the FDA i was in 2007.</p>	<p>The BAC 3 instructed the end-user and its TWG to further review the requirement.</p> <p>The end-user, CF Winford, replied that they will re-assess the requirement and will issue a formal memo relative to this</p>
3. List of personnel with	The end-user, CF Winford, replied that

<p>corresponding Certificate of Training.</p> <p><i>The bidder inquired if the Certified Pesticide Applicator (CPA) can issue a Certificate of Training?</i></p>	<p>the CPA may issue the Certificate of Training since TESDA does not conduct any training for this.</p> <p>Further, the BAC 3 instructed the end-user and its TWG to further review the requirement.</p>
<p>1. Section VII. Technical Specifications Page 73, 14.3</p>	
<p>Fly and Mosquito Control – Regular misting and fogging will be done in the premises in accordance with a prearranged schedule of treatment. Larviciding of known breeding places and harborages of flies and mosquitoes in large areas will be carried out.</p> <p><i>The bidder inquired if fogging is required. Their company used cold fogging (water based) method for Fly and Mosquito Control. The bidder emphasized that fogging is for outdoor, thus, when used indoor, it may affect the other areas.</i></p>	<p>The TWG commented that fogging will be used only for parking / basement areas.</p> <p>The end-user inquired with the bidder on the possible effect of fogging and misting, and if it will address both to control the Fly and Mosquito.</p> <p>The bidder replied that it is basically the same, however, different methods are being used</p> <p>The BAC 3 including the end-user, CF Winford, resolved to revise the requirement from Regular misting and fogging to Regular misting and/or fogging.</p>
<p>2. Submission of Bid Proposal:</p> <ul style="list-style-type: none"> • Will it be submitted in Hard Copy or Soft Copy?; • Will there be a color coding? 	<ul style="list-style-type: none"> • The Secretariat replied that it will be submitted in Hard Copy and is not color coded. However, they need to refer to the procedure for the proper sealing and marking of the proposal as stated in the Bidding Documents.

3.3 A Bid Bulletin will be issued to reflect the changes in the Technical Specifications and documentary requirements for the project, upon receipt of the memo from the end-user regarding the necessary changes.

6.0 ADJOURNMENT:

There being no further matters to discuss, the Chairperson adjourned the meeting at 11:45 a.m.

Prepared by:

(Sgd)
SHERYLL Q. DESPUES
Procurement Officer 1, PD

Noted by:

(Sgd)
MARINEL M. PUNZALAM
Sr. Procurement Officer, PD

ATTESTED BY:

(Sgd)

ATTY. JUAN MIGUEL A. MAGLAYA
Chairperson, CID

(Sgd)

MARGARITA C. BANGI
Vice-Chairperson, HRDG

Not Present

ATTY. DIANNE DP DORIA-CERDENA
Member, CID

(Sgd)

ROMEO R. CRUZ, JR.
Member, TD

(Sgd)

CATALINA F. VILLAFLOR
Member, ITD

(Sgd)

IAN LESTER R. BALDOS
Member, FMED

(Sgd)

FE M. RAMOS
Alternate Provisional Member
CF Winford

(Sgd)

JOCELYN G. SORIANO
Representative, End-user
CF Winford

(Sgd)

ROBERTO HOLGADO
TWG, CF Winford

(Sgd)

IVAN SYMON S. EDRALIN
Representative, End-user
CF Winford

(Sgd)

MARY JANE INDIONGCO
Representative, End-user
CF Winford