

**MINUTES OF THE MEETING
HELD BY THE BIDS AND AWARDS COMMITTEE (BAC) 1
ON FEBRUARY 11, 2020, TUESDAY, 3:30 P.M.
AT THE CORPORATE LOUNGE, SIXTH (6TH) FLOOR, NEW COAST HOTEL,
1588 M.H. DEL PILAR CORNER PEDRO GIL, MALATE, MANILA**

AGENDA : PRE-BID CONFERENCE

**SUPPLY AND DELIVERY OF DISPOSABLE KITCHEN MATERIALS
UNDER ITB NO. PB20-01-019COR**

PRESENT : Roderick R. Consolacion Chairperson, LG
Wilza S. Magpusao Vice-Chairperson, ED
Aliah M. Comagul Member, LG
Carlos C. Canlas Member, FG

Chona B. Porcioncula Alternate Provisional Member, FMED
Winifredo J. Corral Jr. End-user's Representative, FMED

Jimcel O. Besa Procurement Officer 1, PD

ALSO PRESENT : MG Serrano Ent.

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 Bids and Awards Committee (BAC) 1 Chairperson, Roderick R. Consolacion called the meeting to order at 3:30 p.m.

3.0 PURPOSE

- 3.1 To explain the following:
 - a. Salient procedures of the bidding process;
 - b. Important provisions of the Bidding Documents;
 - c. Schedule of Requirements; and
 - d. Technical Specifications and/or Additional Terms and Conditions.
- 3.2 To answer queries of the bidders relative to the documents issued to them.

4.0 INTRODUCTION:

- 4.1 The Chairperson introduced the members of the Committee, End-users, Technical Personnel, and the PD. He also acknowledged the presence of the lone prospective bidder, MG Serrano Ent.
- 4.2 He also welcomed any clarifications/queries the prospective bidder might ask relative to the project, to be able to immediately settle any issues raised.
- 4.3 Clarifications, queries and/or concerns that were not discussed during Pre-Bid Conference should be raised through written communication addressed to BAC 1

thru PD within ten (10) calendar days before the deadline for the Submission and Receipt of Bids. In reply to the queries, supplemental/bid bulletins will be issued not later seven (7) calendar days before the Bid Opening.

5.0 DISCUSSION

- 5.1 The PD discussed the salient provisions of the bidding documents and the conduct of the bidding process. Attached hereto as Annex 'A' are the slide presentations for reference.
- 5.2 There were no queries/clarifications raised during the said conference.

6.0 ADJOURNMENT:

There being no further matter to discuss, the Chairperson adjourned the meeting at 4:00 p.m.

Prepared by:

SGD
JIMCEL O. BESA
 Procurement Officer, PD

ATTESTED BY:			
RODERICK R. CONSOLACION Chairperson, LG	<i>SGD</i>	ALIAH M. COMAGUL Member, LG	<i>Not Present</i>
WILZA S. MAGPUSAO Vice-Chairperson, ED-SSG	<i>SGD</i>	CARLOS C. CANLAS Member, FG	<i>SGD</i>
JERRY ADOR G. TARROBAL Member, SD-SG	<i>Not Present</i>	CHONA B. PORCIONCULA Alternate Provisional Member, FMED	<i>SGD</i>
ANNA MARIE S. CALUAG Member, HRDG	<i>Not Present</i>		

	ATTENDANCE SHEET	Form No.	QMS - 644
		Revision No.	0
		Effectivity	March 15, 2019

Name of Meeting: **PRE-BID CONFERENCE (BAC 1)**

Supply and Delivery of Disposable Kitchen Materials under ITB No. PB20-01-019COR.

February 11, 2020

Date:

Venue:

6th Floor, Corporate Lounge, New World Manila Bay Hotel

Start Time:

3:30 p.m

End Time:

1:00pm

NAME	ID NO.	POSITION	DEPT./OFFICE	SIGNATURE
1. RODERICK R. CONSOLACION, Chairperson	00-0199	Vice-President	LG	<i>mCaral</i>
2. WILZA S. MAGPUSAO, Vice-Chairperson	02-0348	Asst. Vice-President	ED	<i>wly</i>
3. ALIAH M. COMAGUL, Member	16-0186	Sr. Legal Counsel	LG	
4. ANNA MARIE S. CALUAG, Member	87-0210	Sr. Manager	HRDG	
5. JERRY ADOR G. TARROBAL, Member	92-0154	Asst. Vice-President	SSD	
6. Carlos C. Canlas, Member	87-2155	Senior Treasury Officer	FG	<i>Canlas</i>
7.				
End-user/TWG				
8. <i>CHONA B. PORCIONAUA</i>	<i>90-0178</i>	<i>Sr. manager</i>	<i>FMED</i>	<i>porcionaua</i>
9. <i>WINIFREDO S. CORRAL JR</i>	<i>090321</i>	<i>SFMS</i>	<i>cl</i>	<i>Corral</i>
10.				
11.				
Secretariat/OPR				
12. Marinel M. Punzalan,	95-0315	Senior Procurement Officer	PD	
13. Jimcel O. Besa	12-0628	Procurement Officer I	PD	
14. Ruben B. Villamer Jr.	09-7063	Procurement Staff II	PD	<i>Villamer</i>
COA Observer				



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Name of Meeting: **PRE-BID CONFERENCE (BAC 1)**

Supply and Delivery of Disposable Kitchen Materials under ITB No. PB20-01-019COR.

Date: February 11, 2020

Venue: 4/F, ED Conf. Rm., PAGCOR Corporate Annex Office

Start Time: 3:30 p.m

End Time: 1:00pm

NAME OF BIDDER	ID NO.	POSITION	DEPT./OFFICE	SIGNATURE
1. M.G. SERRANO ENT.	529		Company Name: <u>M.G. SERRANO ENT.</u> Address: <u>1377 Purok Pau Calulut San Fernando Pampanga</u> Tel. No.: <u>0920 9872006</u>	
2.			Company Name: _____ Address: _____ Tel. No.: _____	
3.			Company Name: _____ Address: _____ Tel. No.: _____	
4.			Company Name: _____ Address: _____ Tel. No.: _____	
5.			Company Name: _____ Address: _____ Tel. No.: _____	
6.			Company Name: _____ Address: _____ Tel. No.: _____	

PHILIPPINE AMUSEMENT AND GAMING CORPORATION
PAGCOR Corporate Annex, 1105 UN Avenue Corner Maria Orosa Ermita Manila

MEMORANDUM

February 6, 2020

TO:

THE MEMBERS

BIDS AND AWARDS COMMITTEE (BAC) 1

- ◆ Wilza S. Magpusao, Vice-Chairperson, ED
- ◆ Jerry Ador G. Tarrobal, Member, SD
- ◆ Aliah M. Comagul, Member, LG
- ◆ Anna Marie S. Caluag, Member, HRDG
- ◆ Carlos C. Canlas, Member, FG
- ◆ The AVP/Representative, FMED (End-User)

FROM : **THE CHAIRPERSON, BAC 1**

SUBJECT : **PRE-BID CONFERENCE**

This refers to the Pre-Bid Conference for the Supply and Delivery of Disposable Kitchen Materials under ITB No. PB20-01-019COR.

The Bids and Awards Committee (BAC) 1 shall convene on:

Date : February 11, 2020, Tuesday
Time : 3:30 p.m.
Venue : 6th Floor, Corporate Lounge, New World Manila Bay Hotel

Thank you.



RODERICK R. CONSOLACION

MMP/job/rbv