

**MINUTES OF THE MEETING
HELD BY THE BIDS AND AWARDS COMMITTEE (BAC) 2
ON SEPTEMBER 3, 2020, THURSDAY, 10:00 A.M.
VIA ZOOM CONFERENCING**

AGENDA : PRE-BID CONFERENCE

**PROCUREMENT OF FOUR (4) LOTS SUBSCRIPTION UPDATES FOR
EXISTING SECURITY SOLUTIONS UNDER ITB No. PB20-07-040COR**

PRESENT :	Celestina R. Ador	Vice-Chairperson, ASD
	Janice A. Godornes	Member, LG
	Luis Antonino V. Dela Concepcion	Member, SG
	Ryan F. Cordeta	Member, TSD
	Ross Sherwin C. de Claro	Alternate Provisional Member, End-User, ITD
	Bryan S. Bigalbal Marlo Gonzales	Senior Procurement Officer, PD BAC Secretary, PD

ALSO PRESENT: Marilyn Barbecho Microgenesis Business Systems

1.0 CALL TO ORDER:

The representative of the Procurement Department (PD), acting as the BAC Secretariat, certified there is a quorum. The Vice-Chairperson, Celestina R. Ador called the meeting to order at 10:00 a.m.

2.0 PURPOSE

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

3.0 INTRODUCTION / DISCUSSION:


- 3.1 The Vice-Chairperson introduced the members of the Committee, end-user's representatives, and the PD. She also acknowledged the presence of the representative of the lone participating prospective bidder, Ms. Marilyn Barbecho of Microgenesis Business Systems;
- 3.2 The BAC, with the assistance of the representatives from PD and the end-user, ITD, 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.;
- 3.3 The BAC welcomed any clarifications/queries the prospective bidder might ask relative to the project, to be able to immediately settle any issues raised;
- 3.4 Following were the queries/clarifications/concerns raised:

QUERIES/CONCERNS	RESPONSE
<p>Representative from Microgenesis Business Systems requested to re-phrase/amend the following:</p> <ul style="list-style-type: none"> a. Other Requirements for Lot 1, Section 5.2 (page 84) which states "<i>Bidder must provide at least five (5) government and private company installed base of the propose solution</i>"; and b. Other Requirements for Lot 2, Section 22.2 (page 103) which states "<i>Bidder must provide at least ten (10) government and private company installed base of the propose solution</i>". 	<p>The BAC 2, thru the guidance of the end-user, granted the request of the prospective bidder, and instructed the Secretariat to issue a bid bulletin for the following:</p> <ul style="list-style-type: none"> a. Other Requirements for Lot 1, Section 5.2 (page 84) FROM "<i>Bidder must provide at least five (5) government and private company installed base of the propose solution</i>"; TO "<i>Bidder must provide at least five (5) government and/or private company installed base of the propose solution</i>"; and b. Other Requirements for Lot 2, Section 22.2 (page 103) FROM "<i>Bidder must provide at least ten (10) government and private company installed base of the propose solution</i>" TO "<i>Bidder must provide at least ten (10) government and/or private company installed base of the propose solution</i>".
<p>It was discussed that the term "SOPHOS" refers to a particular brand, thus, provisions reflecting the word "SOPHOS" were recommended to be re-phrased.</p>	<p>The representative from the end-user confirmed that the term "SOPHOS" is indeed a brand. However, he reiterated that it also refers to the existing application/software which is currently installed to our systems.</p> <p>The BAC 2 resolved to re-phrase all the provisions in the Technical Specifications containing such word, and give emphasis that "SOPHOS" is our existing system.</p> <p>The BAC 2 also instructed the Secretariat to include such changes in the Bid Bulletin.</p>

4.0 ADJOURNMENT:

There being no further matters to discuss, the Vic-Chairperson adjourned the meeting at 11:00 a.m.

Minutes prepared by:


MARLO J. GONZALES
 Procurement Officer I, PD

Checked by:


BRYAN S. BIGALBAL
 Sr. Procurement Officer, PD

ATTESTED BY:

NOT PRESENT
RODERICK R. CONSOLACION

on quarantine

JANICE A. GODORNES
LG, Member

LUIS ANTONINO V. DELA CONCECION
SG, Member

RYAN F. CORDETA
TSD, Member

CELESTINA R. ADOR
ASD, Vice-Chairperson
CARLOS C. CANLAS
FG, Member
ROSS SHERWIN DE CLARO
ITD, End-User, Provisional BAC Member