

**MINUTES OF THE MEETING
HELD BY THE BIDS AND AWARDS COMMITTEE (BAC) 1
ON MARCH 22, 2021, MONDAY, 10:00 A.M.
VIDEO CONFERENCING VIA ZOOM APPLICATION**

AGENDA : NEGOTIATIONS FOR THE SUPPLY AND DELIVERY OF ONE (1) LOT BEER IN CAN FOR SOGS UNDER ITB NO. FB21-02-005COR

PRESENT :

Rodrigo D. Silverio	Vice-Chairperson, ACD
Luis Antonino Jose Maria V. dela Concepcion	Member, SD
Atty. Aliah M. Comagul	Member, LG
Emmanuel D. Pacabis	Member, SD
Carlos C. Canlas	Member, FG
Ian Lester D. Baldos	Alternate Provisional Member, End-user, FMED
Winifredo Corral	Technical Personnel, FMED
Bryan S. Bigalbal	Senior Procurement Officer, PD
Angelica B. Acoba	Procurement Officer I, PD
Also Present:	
Fe de Vera	TPV Trading

1.0 CERTIFICATION OF QUORUM:

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

2.0 CALL TO ORDER:

The Vice-Chairperson of the Bids and Awards Committee (BAC) 1, Mr. Rodrigo D. Silverio called the meeting to order at 10:07 a.m.

3.0 PURPOSE:

- 3.1 To explain in detail the contents of the Request for Quotation 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 Vice-Chairperson introduced the members of the Committee, end-user and its Technical Personnel, and the PD. He also acknowledged the presence of the lone prospective bidder, TPV Trading.
- 4.2 The PD 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 PD discussed the salient provisions of the RFQ and the conduct of the bidding process.

5.2 The following were the queries/clarifications raised by the prospective bidder, TPV Trading,

Queries/Clarifications	Response
Do I need to submit one (1) quotation only?	There is only one (1) envelope that will be submitted together with the accomplished quotation and the eligibility documents required based in the RFQ.
What is the mode of payment? Is it per month?	The mode of payment is still the same through check. After each completed delivery and acceptance of the goods, payment for all the delivered and accepted items shall be processed. The end-user likewise offered assistance in expediting the processing of future payments to the suppliers.

The BAC 1 and the end-user's representative stated that there must a clear provision/procedure on the acceptance of the items.

Hence, the BAC 1 resolved the following:

1. The Technical Working Group (TWG) of the end-user shall likewise submit a Revised TOR indicating the procedures in the Acceptance of the Beer in Can; and
2. To adjust the schedule for the Submission, Receipt, Opening and Preliminary Examination of the Best Offers/Quotations after Holy Week.

In addition to the above-mentioned proposed revisions to the RFQ, the BAC 1 resolved to issue a Bid Bulletin to reflect the following revisions to the provisions of the RFQ:

	From	To
Other Terms and conditions	2. Due to space limitation at the delivery site, the respective contact person/s stated in the schedule of deliveries for SOG 1, SOG2, SOG4 and SOG5, shall coordinate with the bidder from first to last deliveries.	2. Due to space limitation at the delivery site, the respective contact person/s stated in the schedule of deliveries for SOG 1 , SOG2, SOG4 and SOG5, shall coordinate with the bidder from first to last deliveries.
Delivery Schedule	To be delivered monthly from the date of first delivery or upon advise of the end-user for a period of one (1) year	To be delivered monthly from the date of first delivery or upon advise of the end-user until completion of the 12 th delivery

6.0 ADJOURNMENT:

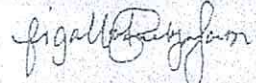
There being no further matter to discuss, the Vice-Chairperson adjourned the meeting at 10:45 a.m.

Prepared by:



ANGELICA B. ACOBA
Procurement Officer 1, PD

Noted by:



BRYAN S. BIGALBAL
Senior Procurement Officer, PD

ATTESTED BY:

NOT PRESENT

RODERICK R. CONSOLACION
Chairperson, LG

ATTY. ALIAH M. COMAGUL
Member, LG

LUIS ANTONINO JOSE MARIA V.
DELA CONCEPCION
Member, SD

IAN LESTER D. BALDOS
Alternate Provisional Member, End-user,
FMED

RODRIGO D. SILVERIO JR.
Vice-Chairperson, ACD

EMMANUEL D. PACABIS
Member, SD

CARLOS C. CANLAS
Member, TD

WINIFREDO J. CORRAL JR.
Technical Personnel, FMED