



REPUBLIC OF THE PHILIPPINES
Office of the President

PHILIPPINE CHARITY SWEEPSTAKES OFFICE

Conservatory Shaw Plaza Building, 605 Shaw Boulevard, Mandaluyong City 1552
www.pcsa.gov.ph



Minutes of BAC Meeting

Date: September 6, 2018 **Time:** 1:30 PM **Place:** BAC Room (3/F Conservatory Bldg., Mandaluyong City)

Attendees:

Present:

BAC Members

AGM Lauro A. Patiag
Atty. Marissa O. Medrano
DM Jose Bernardo Gochoco, Jr.
DM Alegria Asuit

Secretariat

Ms. Marileth S. Rodriguez
Mr. Roderick A. Ydel
Ms. Jennie R. Nabong
Mr. Narciso Maniquis

Provisional Member

Mr. Rene Relucio
Engr. Omar Bagul – Tech Expert

Support Group:

Ms. Erika Laine Ong
Ms. Joana Marie Perez
Ms. Daisy Barrios

Regular TWG:

Atty. Salvador Justino Occiano
Ms. Ana Liza Manlapaz

Others:

Mr. John Paul Borja – Pronet
Ms. Jureza Biocarles –Globalsign
Ms. Kimberly Soriano – Globalsign
Mr. Dexter Iblasin – Philcox
Ms. Michel Aquino – Securemetric Technology
Ms. Aimee Asanza – Securemetric Technology
Ms. Angel Ong – Exakt IT
Mr. Francis Reyes - SMSGT

Technical Working Group

Mr. Homer Regudo
Mr. Jan Fermin Valencia

Observers:

Mr. Albert Bensali – IAS

Absent:

Atty. John Derek N. Porciuncula
Mr. Francis Albert Enriquez
Ms. Ava Catherine T. Ordillano
Engr. Dennis Cruz
Mr. Edison Nuguid
Ms. Jennifer A. Ilao
Ms. Marifi Baladad

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Item No.	AGENDA ITEM	HIGHLIGHTS/ ISSUES/ CONCERNS	AGREED ACTION	RESPONSIBLE PERSON/S	TIMELINE	
					Time Start	Time End
1.	<p>Pre-Bid Conference for the Procurement of One (1) Lot Digital Signature:</p> <p>ABC: Php 15,000,000.00</p>	<p>The Chairperson acknowledged the presence of the Members of the Committee, the Secretariat, the Technical Working Group, Representative from Internal Audit Services and the representatives from Prospective Bidders.</p> <p>The Chairperson inquired if the notices to different observers were duly sent and acknowledged to which the Secretariat responded in the affirmative. Thereafter, copies of the notices were presented to the Committee.</p> <p>The Chairperson emphasized that the Pre-Bid Conference was intended to discuss and clarify the bidding requirements for the Procurement particularly the Eligibility Requirements, the Technical and Financial Components and to allow the prospective bidders to ask clarificatory questions.</p> <p>The Secretariat headed by Ms. Marileth S. Rodriguez explained to the</p>			1:30	2:40

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		<p>prospective bidders the pertinent information of the procurement as contained in the bidding documents such as the following:</p> <ol style="list-style-type: none"> 1. ABC of the Procurement in the amount of Php15,000,000.00 2. Specifications of the procurement; and 3. Illustration of Envelopes for submission. <p>Mr. Maniquis demonstrated how to properly compile the envelopes as well as the sealing and signing of envelopes.</p> <p>Mr. Ydel conducted the sealing of the bid box.</p> <p>To officially open the acceptance of the bids for the project, the bid box was locked/sealed and the key was enclosed in an envelope duly sealed and signed by the Committee along with the IAS Representative, Mr. Albert Bensali.</p>				

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2.	Queries asked by the Prospective Bidders during the Pre-Bid Conference	<p>During the Pre-Bid Conference, questions related to the required attachments and the Technical Specifications were raised by the prospective Bidders which were answered by the Committee, as follows:</p> <p>1. Ms. Michel Aquino, the representative of Securemetric Technology, inquired whether Item no. 1 (Certificate Authority (CA) provider shall be a member of the Adobe Approved Trust List (AATL)) of the Technical Specification can be separated from the Digital Signature?</p> <p>Ms. Aquino sought clarification on Item No. 51 (Certificate Provider shall be a Global Public Certification Authority Provider) of the Technical Specification.</p> <p>2. A representative from SMSGT, Mr. Francis Reyes asked what contract can be classified as similar project?</p>	<p>Answer: The BAC requested Ms. Aquino to put in writing her queries so the TWG will address the matter accordingly.</p> <p>Answer: Mr. Valencia, answered that any project with Public Key Information (PKI) certificate shall be considered.</p>	<p>TWG</p> <p>TWG</p>		

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		<p>The prospective bidders were given forms for their queries/questions and clarifications.</p> <p>Prospective bidders were informed that submission of questions may also be emailed to the official BAC email address (<i>bac@pcso.gov.ph</i>).</p>	<p>The written queries shall be submitted within ten (10) calendar days before Bid Opening.</p> <p>Issuance of Supplemental Bid Bulletin, if necessary shall be made not later than seven (7) calendar days before the scheduled opening on September 18, 2018.</p>			
3	Query from the Committee	On item no. 28 of the Technical Specifications, the Committee asked the TWG if the supplier can complete its obligation pending completion of the system to be integrated with the digital signature?	The TWG will submit its report on the queries raised, including that of the BAC	TWG		

Pre-Bid Conference for the project was adjourned at 2:40 pm.

Business Arising from the Meeting;

1. The Committee directed the TWG to submit its comments relative to the queries of the prospective bidders and from the BAC.

Prepared by:


DAISY G. BARRIOS

Attested by:


MARILETH S. RODRIGUEZ
Head, BAC Secretariat



Approved:



LAURO A. PATIAG
Chairperson, BAC



MARISSA O. MEDRANO
Vice-Chairperson, BAC



ALEGRIA A. ASUIT
Member, BAC

(on-official-business)
JOHN DEREK N. PORCIUNCULA
Member, BAC



JOSE BERNARDO GOCHOCO, JR., M.D.
Member, BAC



RENE RELUCIO
Provisional Member



OMAR BAGUL
Technical Expert