



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 Pre- Bid Conference

Procurement of One (1) Year Data Center Facilities Comprehensive Maintenance

ABC: Php 1,080,000.00

Date: June 11, 2019 **Time:** 1:30 PM **Place:** BAC Room (3/F Conservatory Shaw Plaza Bldg., Mandaluyong City)

Attendees:

Present:

BAC Members

DM Jose Bernardo H. Gochoco, Jr.
Atty. Rosalyn C. Cortes
DM Alegria A. Asuit
Atty. John Derek N. Porciuncula

Provisional Member:

Mr. Orlando M. Malaca- Technical Expert

Technical Working Group

Mr. Jan Fermin E. Valencia
Mr. Bobby B. Laciste
Mr. Edison P. Nuguid
Mr. Artemio Vicente Hernandez

Observer:

Ms. Catherine Mateo – IAS

Secretariat:

Ms. Marileth S. Rodriguez
Ms. Marifi Baladad
Mr. Roderick A. Ydel
Ms. Jennie R. Nabong
Ms. Ma. Catherine Reyes
Mr. Narciso Maniquis
Ms. Jennifer A. Ilao

Support Staff:

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

Others:

Mr. Omar Bagul – End-user Representative
Ms. Abegael A. Alviar –Global Empire Int'l Group of Companies, Inc.
Mr. Anthony Chavez -Global Empire Int'l Group of Companies, Inc.
Mr. Fern Tapiador- Global Empire Int'l Group of Companies, Inc.
Ms. Roselle Camat – EGM Systems
Ms. Renevie Alejandro – MDIT
Ms. Danayara Dela Cruz - MDIT

Absent:

AGM Lauro A. Patiag
Mr. Rene M. Relucio
Engr. Dennis C. Cruz
Mr. Homer L. Regudo
Atty. Salvador Justino E. Occiano, Jr.
Atty. Eufracio R. Fufugal, Jr.
Ms. Ana Liza O. Manlapaz
Ms. Ava Catherine T. Ordillano
Mr. Francis Albert Enriquez

Handwritten signatures and initials in blue ink at the bottom right of the page.

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) Year Data Center Facilities Comprehensive Maintenance</p> <p>ABC: Php 1,080,000.00</p>	<p>The Vice-Chairperson acknowledged the presence of the Members of the Committee, the Secretariat, the Technical Working Group (TWG), Representative from the Internal Audit Services (IAS) and the representatives from prospective bidders.</p> <p>The Vice-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 Vice-Chairperson emphasized that the Pre-Bid Conference was intended to discuss and clarify the bidding requirements for the Procurement and to allow the prospective bidders to ask clarificatory questions.</p> <p>Ms. Nabong explained to the prospective bidders the pertinent information of the procurement as</p>			1:30 PM	2:15 PM

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		<p>contained in the bidding documents such as the following:</p> <ol style="list-style-type: none"> 1. ABC for the procurement in the amount of Php 1,080,000.00; 2. Technical Specifications of the Procurement; and, 3. Demonstration of sealing and marking of envelopes. <p>Mr. Ydel conducted the sealing of the bid box that shall be used for the said project.</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 signed and sealed by the Committee along with the IAS Representative, Ms. Catherine Mateo.</p> <p>Prospective bidders were informed that submission of questions may also be emailed to the official BAC email address (bac@pcso.gov.ph).</p> <p>A prospective bidder inquired regarding the schedule of site inspection.</p>	<p>The Committee will accept additional written queries until June 14, 2019 at 5:00 PM.</p> <p>The Committee informed the prospective bidders that they may</p>	<p>BAC</p> <p>TWG</p>		

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			<p>inspect the ITSD Data Center Facility which is just adjacent to the BAC room.</p> <p>Issuance of Supplemental Bid Bulletin, if necessary shall be made not later than seven (7) calendar days before the scheduled bid opening on June 24, 2019.</p>	BAC/ Secretariat		

Pre-Bid Conference for the project was adjourned at 2:15 p.m.

Prepared by:


DAISY G. BARRIOS

Attested to by:


MARILETH S. RODRIGUEZ
Head Secretariat, BAC



Approved:

(on official business)
LAURO A. PATIAG
Chairperson, BAC


JOSE BERNARDO H. GOCHOCO, JR.
Vice-Chairperson, BAC


ALEGRIA A. ASUIT
Member, BAC


ROSALYN C. CORTES
Member, BAC

 4/11
JOHN DEREK N. PORCIUNCULA
Member, BAC

(absent)
RENE M. RELUCIO
Provisional Member


ORLANDO M. MALACA
Technical Expert