PHILIPPINE GUARANTEE CORPORATION
BIDS AND AWARDS COMMITTEE (BAC)
MINUTES OF THE MEETING
PRE-BID CONFERENCE
(Via Video Conferencing)
Procurement of Consulting Services for the ICT Modernization Study
January 4, 2021; 10:00 A.M.

Present:

BAC	**:**	Ian A. Briones (Vice Chair) Raphael P. Delos Santos Melinda M. Adriano Arsenio C. De Guzman Lloyd A. Sioson Jose Eduardo B. Villar
BAC Secretariat	**:**	Rosemarie N. Principe (Lead) Ronces Anne S. Reyes-De Leon Karenina V. Joaquin Jackie Lou M. Eugenio
TWG	**:**	Marilou A. Medina (Lead) Marichu A. Lazaro Mildred B. Flores Oliver L. Templo Antonio Z. Pio De Roda (BSP) Bernadette T. Ilagan
Observer	**:**	Jennifer Tiglao – Commission on Audit
Bidders	**:**	**SyCip Gorres Velayo & Co. (SGV&Co.)** Allan W. Ocho Katrina M. Quiambao Armand Cajayon Kristian Anthony F. Reyes Ralph Ong **Navarro Amper & Co.** Alwin Ungson – Navarro Amper & Co. Herbie Rollom
Support Staff	**:**	Patricia Anne P. Dela Peña

A. CALL TO ORDER

There being a quorum, the meeting was called to order at 10:12 A.M. with the BAC Vice Chairperson presiding.

B. PRELIMINARIES

Ms. Joaquin informed the body that Invitations to Observers were sent via e-mail on December 21, 2020 and physically delivered on December 22, 2020.

C. PRESENTATION (ANNEX A)

Atty. De Leon presented the completed and succeeding procurement activities and schedules for this procurement:

Atty. De Leon also provided information on the following:

a. Brief description of the pre-bid conference;
b. Supplemental Bid Bulletin;
c. Submission and Opening of Bids;
d. Brief description of the Submission and Opening of Bids;
e. Bid Evaluation (Technical Proposal);
f. Bid Evaluation (Technical and Financial Proposal);
g. Negotiation with the Highest Rated Bid;
h. Possible causes of Failure of Bidding;
i. Award of Contract;
j. Contract Signing;
k. Contract Approval and issuance of Notice to Proceed;
l. Warranty; and
m. Contract Implementation

Atty. De Leon also discussed the Terms of Reference and Bid Data Sheet (Sections VI and III of the Philippine Bidding Documents, respectively).

D. DISCUSSIONS

On the requirement that the Consultant shall provide **a list of recommended IT applications,** detailed technical and cost options, an economic cost benefit analysis, risk analysis, and a financial analysis, Mr. Ocho inquired if there is a minimum number of applications to be recommended by the bidder and if it can be those that are available in the market.

Mr. Pio De Roda explained that there is no minimum requirement but the bidder must be familiar with and must have evaluated the IT applications to be recommended. IT applications already available in the market are preferred.

Mr. Ungson asked how requests for further clarifications could be communicated. Atty. De Leon said that it must be in writing, can be sent via email and be submitted within ten (10) calendar days prior to the deadline of submission of bids.

Mr. Ungson requested confirmation that the deadline of submission of bids will be on January 18, 2021. Atty. De Leon affirmed that it is on January 18, 2021; 10:00 A.M. and further explained that both technical and financial bid must be submitted, however, only the technical bid shall be opened and only the financial bid of bidder with passing mark in the technical proposal shall be opened on January 25, 2021

There being no other matters for discussion, the meeting was adjourned at 11:00 A.M.

Prepared by:

KARENINA V. JOAQUIN
BAC Secretariat

Reviewed by:

RONCES ANNE S. REYES-DE LEON
BAC Secretariat (in transition period)

Approved by:

IAN A. BRIONES
Vice Chairperson

MELINDA M. ADRIANO
Member

RAFAEL P. DELOS SANTOS
Member

ARSENIO C. DE GUZMAN
Member

LLOYD A. SIOSON
Provisional Member (End-User)

JOSE EDUARDO B. VILLAR
Provisional Member (Technical)