

**BIDS AND AWARDS COMMITTEE**  
Supply, Delivery, Installation, Testing and Commissioning of  
Communication and Network Infrastructure of the  
Nine (9)-Storey with Covered Roof Deck HLURB Office Building  
**PRE-BID CONFERENCE**  
18 September 2018 | 10:00 a.m.  
HLURB Board Room

**Highlights of the Proceedings**

*Attendees:*

*BAC:*

1. Comm. Ria Corazon A. Golez-Cabrera (Chair)
2. Atty. Maria Luisa G. Pangan (Vice Chair)
3. Ms. Lualhati C. Francisco
4. Atty. Deanna D. Pena
5. Ms. Marissa R. Felizardo

*TWG:*

1. Engr. Runel B. Taningco
2. Ms. Imelda E. Lariosa
3. Mr. Marc Regin S. Abamo

*Secretariat:*

1. Ms. Nerissa M. San Jose
2. Mr. Frederick Allan M. Ligsay

*Bidders:*

1. Mr. Meg Geronimo, Sr. Business Associate – Marstech
2. Ms. Pauline Oligo, Account Officer – Neo-Tech Asia
3. Mr. Gilbert Toledo, Sales – Nullforge
4. Ms. Hazel Lacdo-o, Sales – PLDT, Inc.
5. Mr. Angelo Vitanzos, Tech. Pre-Sales – PLDT, Inc.
6. Ms. Mad Robles, Project Engineer – PLDT, Inc.
7. Mr. Rodolfo Jumagdao, IT Engineer – Pronet System
8. Ms. Elisha Jeimarie Tañada, Marketing Assistant – Trends and Technologies, Inc.
9. Mr. Vincent Regala, Systems Engineer – Trends and Technologies, Inc.
10. Mr. Josel Dilig – Trends and Technologies, Inc.
11. Ms. Erika Maralit, Systems Engineer – Trends and Technologies, Inc.
12. Ms. Hazel Garcia, Systems Engineer – Trends and Technologies, Inc.
13. Ms. Kristine Abanador, Systems Engineer – Trends and Technologies, Inc.

***Call to Order***

The Pre-Bid Conference were called to order at 10:45 am and was presided by the BAC's Chair, Comm. Golez-Cabrera.

### ***Determination of Quorum***

Ms. San Jose, called the roll of the BAC Members, to determine if there was a quorum for the BAC to do business. Likewise, she named the members of the TWG present; and then announced the existence of a quorum in the BAC for it to conduct business.

She noted that the following agencies/firms were invited as Observers to the Pre-Bid Conference:

1. Office of the Resident Auditor<sup>1</sup>;
2. Philippine Chamber of Commerce and Industry (Quezon City Chapter)<sup>2</sup>; and
3. International Justice Mission<sup>3</sup>.

However, none of the invited observers attended the Pre-Bid Conference.

Moreover, the representatives of the prospective bidders were asked to introduce themselves and their respective firms.

Likewise, Ms. San Jose stated that the Invitation to Bid for the subject procurement was posted/advertised simultaneously in the Philippine Star and in the websites of PhilGEPS and HLURB.

### ***Objective of the Pre-Bid Conference***

Comm. Cabrera stated that the purpose of the Pre-Bid Conference is to give the prospective bidders the opportunity to raise their questions and clarify provisions of the bidding documents, particularly on the Technical Specifications.

### ***Presentation of the Eligibility Requirements and Technical Specifications***

The Secretariat presented the Eligibility Requirements<sup>4</sup> as indicated in pages 2-3, of the Bidding Documents.

Engr. Runel B. Taningco, TWG Chair, presented the Technical Specifications<sup>5</sup> of the subject procurement.

Comm. Cabrera emphasized that in order for the prospective bidders to submit a complete bid, they must conduct an ocular inspection of the HLURB building being constructed at Kalayaan Avenue corner Mayaman Street, Diliman, Quezon City. As such, additional site visits were scheduled on the 19<sup>th</sup> and 20<sup>th</sup> of September 2018, at 1:30pm. The prospective bidders will be accompanied by the TWG.

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<sup>1</sup> Invitation was received on 12 September 2018, through personal service

<sup>2</sup> Invitation was received on 12 September 2018, through personal service

<sup>3</sup> Invitation was received on 13 September 2018, through email

<sup>4</sup> PowerPoint Presentation is attached as Annex "A"

<sup>5</sup> PowerPoint Presentation is attached as Annex "B"

### **Clarifications Raised by the Bidders**

The following concerns were raised by the prospective bidders' representatives:

#	<i>Issues Raised</i>	<i>Answer/Remarks</i>
1.	Mr. Vitanzos of PLDT, Inc., noted that 60-day warranty of the goods is counted starting day 1 from the delivery of their suppliers.	Engr. Taningco replied that the warranty period shall commence upon user's acceptance of the goods.
2.	Mr. Meg Geronimo of Marstech, said that " <i>Premium Line</i> " as indicated on the Technical Specifications is a brand name.	Comm. Cabrera answered that HLURB abides with the provisions of the 2016 Revised IRR of RA 9184, as to the prohibition on reference to brand names. Thus, the phrase " <i>Premium Line</i> " shall be deleted and a Bid Bulletin shall be issued.

Comm. Cabrera reminded the prospective bidders that they may send their requests for clarification to the BAC, through electronic mail or personal service and that the deadline for the submission of said requests is on 21 September 2018. She also added that the prospective bidders may submit a request letter for a copy of the specification plans through the Secretariat.

### **Adjournment**

Comm. Cabrera thanked the prospective bidders for their interest in HLURB's procurement. The Pre-Bid Conference was adjourned at 12:00 noon.

Prepared by:

*The BAC Secretariat*

  
FREDERICK ALLAN M. LIGSAY

  
NERISSA M. SAN JOSE

Approved by:

  
COMM. RIA CORAZON A. GOLEZ-CABRERA  
BAC Chairperson