



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Agham Road, Diliman, Quezon City, 1104

**MINUTES OF THE PRE-BID CONFERENCE FOR THE PUBLIC BIDDING FOR
THE SUPPLY AND DELIVERY OF VARIOUS INFORMATION TECHNOLOGY (IT)
EQUIPMENT AND PERIPHERALS FOR THE OFFICE OF THE OMBUDSMAN
(PB 2018-06)**

**APPROVED BUDGET FOR THE CONTRACT: EIGHT MILLION FIVE HUNDRED
SIXTY THREE THOUSAND TWO HUNDRED PESOS (PHP8,563,200.00)
August 10, 2018, Hearing Room, 1:30 P.M.**

The Pre-Bid Conference started at 1:30 p.m. with a prayer led by Ms. Joan DC. Escalada, Member, BAC Secretariat, followed by Ms. Marjorie Hazel R. Cofino, Member, BAC Secretariat, the introduction of the following parties in attendance, to wit:

The Bids and Awards Committee:

AO MARIBETH T. PADIOS	- Chairperson
DIR. ADORIE T. CORNITO	- Vice-Chairperson
ATTY. LORENZO G. VERGARA	- Member

The Technical Working Group:

DIR. ALAN R. CAÑARES	-Chairperson
MR. JUAN PAOLO S. ROLDAN	- Vice-Chairperson
MR. CRISTOPHER JOHN R. LASAM	- Member

BAC Secretariat:

MS. JOSEPHINE S. VARGAS	- Head
MS. MARJORIE HAZEL R. COFINO	-Member
MR. ROMMEL T. NAKANOMI	- Member
MS. JOAN DC. ESCALADA	- Member
MS. KRISTINE MAE G. BUMAGAT	- Member
MS. RONALYN S. CALAYO	-Member

Ms. Cofino announced that there were eleven (11) prospective bidders namely, 1) Xitrix Computer Corp., represented by Mr. Mark Anthony Abad; 2) Quartz Business Product represented by Mr. Raymund Quintong; 3) S1 Technologies represented by Mr. Laurence Tagle and Ms. Arriane Mendiola; 4) Pantronics International Corp., represented by Ms. Alyssa Cunanan and Mr. Wendell R. Urayenza; 5) Moderntech Computer Systems represented by Ms. Romina Solano and Mr. Jason Sta.Ana; 6) MCSA Marketing represented by Mr. Tito Laurence Hackero; 7) Pronet Systems Mr. Reneil Alcantara; 8) Masangkay Computer Center represented by Mr. Julius Ceazar C. Guerrero; 9) American Technologies, Inc., represented by Mr. Jonathan Agda and Ms. Pearl Setarios; 10) Gakken Phil., represented by Mr. Andrew De Luna and 11) Advance Solutions, Inc., represented by Ms. Lerma Domingo.

The following activities in compliance with R.A. 9184 were reported by Ms. Josephine S. Vargas, Head of BAC Secretariat.

- 1) The Invitation to Bid was posted at the PhilGEPS, Ombudsman Website and BAC Bulletin Board on August 03, 2018.

- 2) Letters of Invitation for the Pre-Bid Conference, Opening of Bids and Post-Qualification were sent and received by the following Witnesses and Observers:
- Hon. Melchor Arthur H. Carandang (Overall Deputy Ombudsman, OODO)
 - Mr. Crisanto S. Frianeza (Secretary General, Phil. Chamber of Commerce and Industry)
 - Ms. Zenaida P. Alcantara (President, Philippine Institute of CPAs)
 - Ms. Marilyn R. Laurente (State Auditor IV, Audit Team Leader, COA)
 - Mr. Gerhard G. Basco (President, OMBEA)

With the presence of the Chairperson and two (2) Members of the Bids and Awards Committee and the two (2) Members of the Technical Working Group (TWG) with the Chairperson in attendance, a quorum to transact business was manifested by Ms. Vargas.

The Pre-Bid Conference was called to order by Dir. Adorie T. Cornito, BAC Vice-Chairperson. She then turned over the floor to the Technical Working Group for the discussion of the eligibility, technical component and financial component and post-qualification documents.

The TWG Chairperson, Dir. Alan R. Cañares, discussed the Invitation to Bid and discussed the Eligibility Requirements and Mr. Juan Paolo S. Roldan, Member, TWG, technical specifications for the project as well as the bid security. He also discussed the requirements for post-qualification to be submitted by the bidder having the Lowest Calculated Bid.

Afterwards, the BAC Chairperson opened the floor to answer any query of the participant.

PARTICULARS	ISSUES RAISED BY THE BIDDERS	BAC/TWG REPLY
Ombudsman Technical Specifications under Section VII	Query of Moderntech Computer Systems represented by Mr. Jason Sta Ana on the technical specifications particularly on the Other Requirements: Includes delivery, deployment, hardware setup, installation, configuration, integration with the existing system, testing and commissioning of IT equipment in OMB Offices at Quezon City. What is the extent of the integration with the existing system.	The TWG answered that the integration is deployment and setup to the different offices/requesting offices of the Office of the Ombudsman.
Ombudsman Technical Specifications under Section VII	Query of Masangkay Computer System represented by Mr. Julius Ceazar C. Guerrero on the technical specifications particularly on the Other Requirements: The supplier must have been in IT business for at least five (5) years and is an authorized service partner and reseller of the product/unit being offered he said that not all authorized reseller have an authorized service partner there has a process.	The TWG answered that this technical specification is from the previous procurement, this is the most responsive to our needs if we have a problem on the unit there is a service partner we can contact and the TWG just wanted to make sure that they dealing with the good supplier/legitimate.

Ombudsman Technical Specifications under Section VII	Query of Pronet Systems represented by Mr. Reneil Alcantara on the technical specifications particularly on 64 sets Desktop Computer: <i>Optical Drive:</i> SuperMulti DVD Writer or latest is it possible if it's no SuperMulti, is it acceptable if it is just a Multi DVD Writer.	The TWG answered said that it must be a higher not lower on the technical specification.
Ombudsman Technical Specifications under Section VII	Query of Advance Solutions, Inc., represented by Ms. Lerma Domingo on Lot 2 – Business Laptop technical specification particularly on <i>Processor:</i> at least up to 3.5 GHz clock speed frequency with boost technology, its state there that at least up to 3.5 GHz clock speed frequency with boost technology is the 3.5 GHz, is the best frequency/turbo. If this will be our base frequency the new generation right now, the latest generation is the eight (8) generation which the clock base frequency is lower, which the turbo is higher up to 3.5 GHz.	The TWG answered they will check on that and will take note regarding on the observation and will issue the necessary Supplemental Bid Bulletin, if necessary.
Ombudsman Technical Specifications under Section VII	Query of Pronet Systems represented by Mr. Reneil Alcantara on the technical specification particularly on for Lot 2 <i>Graphics and Video Support:</i> At least high definition with VGA output, HDMI or its equivalent, do you accept adaptor and can you please include on the changes of technical specification if ever.	The TWG answered that they will accept the adaptor and for the inclusion there is a statement " <i>or its equivalent</i> ".
Ombudsman Technical Specifications under Section VII	Query of Gakken Phil., represented by Mr. Andrew De Luna on the technical specification for Lot 3 particularly in Photo-conductive drum unit and toner in one cartridge/incorporated is it okay if it's separate.	The TWG answered that they are not allowing it; they really need it in one.
Eligibility Technical component and	Query of MCSA Marketing represented by Mr. Tito Laurence Hackero on Other Requirements, will the Office of the Ombudsman will consider on the Single Largest Completed Contract (SLCC) which is in one Purchase Order (PO) mixed with some items which is also IT equipment like projector, scanner and printer.	The TWG answered that the supplier need to make sure that it can meet on the requirement of the Office of the Ombudsman on at least fifty percent (50%) of the ABC.

Ombudsman Technical Specifications under Section VII	Query of Quartz Business Product represented by Mr. Raymund Quintong on the technical specification particularly on Lot 3 (d) Multifunction Printer with Handset, is the handset is built in or separate.	The TWG answered that they are allowing if the handset is separate to the unit as long as the supplier must also supply the handset.
Ombudsman Technical Specifications	Query of Quartz Business Product represented by Mr. Raymund Quintong on the technical specification for Lot 4 – unit document feeder scanner (ADF) particularly on <i>Feed tray capacity</i> : At least 100 sheets, said that they can comply in all of the technical specifications except on this, can we lower down it into 80 sheets.	The TWG will take note regarding on the observation and will issue the necessary Supplemental Bid Bulletin, if necessary.

There being no other queries, the BAC Chairperson reminded the bidders to use the sample forms attached to the Bidding Documents and put tabs on the documents to be submitted and have them certified by the company's authorized representative. The bid must be submitted on time to avoid disqualification. Should there be any clarification, the bidders should not contact any of the BAC and TWG Members after the Pre-Bid Conference and any communication should be through the BAC Secretariat.

The Pre-Bid Conference for the Public Bidding for Supply and Delivery of Various Information Technology (IT) Equipment and Peripherals for the Office of the Ombudsman (PB 2018-06) was adjourned at 2:35 P.M.

Prepared and attested by:


JOSEPHINE S. YARGAS
 Head, BAC Secretariat


BIDS AND AWARDS COMMITTEE

CLAUDETTE A. GRANVILLE
 Member


LORENZO G. VERGARA
 Member

MARY RAWNSLE V. LOPEZ
 Member


ADORIE T. CORNITO
 Vice-Chairperson


MARIBETH T. PADIOS
 Chairperson