



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

**MINUTES OF THE PRE-BID CONFERENCE FOR THE PUBLIC BIDDING OF
ONE (1) YEAR HARDWARE MAINTENANCE AND SOFTWARE
SUBSCRIPTION FOR HITACHI AND REDHAT SYSTEMS COMPATIBLE
WITH THE EXISTING SERVER SYSTEM OF THE OFFICE OF THE
OMBUDSMAN (PB 2018-16)**

**APPROVED BUDGET FOR THE CONTRACT: Four Million Eight Hundred Fifty
Five Thousand Two Hundred Five Pesos (Php4,855,205.00)
August 09, 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 and followed by the introduction by Ms. Ronalyn Calayo, of the following parties in attendance, to wit:

The Bids and Awards Committee:

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

The Technical Working Group:

ATTY. SYLVIA A. SEVERO-PARAISO	-Chairperson
MR. DAVE ROLAND P. LIWANAG	-Vice Chairperson
MR. EDWARD C. GARCIA	-Member
ATTY. ARBELLE S. DUMAYAG	-Member
MR. ADRIAN D. SANTOS	-Member

BAC Secretariat:

MS. JOSEPHINE S. VARGAS	- Member
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. Ronalyn Calayo announced that there are two (2) prospective bidders namely, 1) American Technologies, Inc. represented by Ms. Anfrei Kho and JC Amistad; and 2) DB Quest Inc. represented by Edwin Tagma.

In compliance with R.A. 9184, the following activities 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 01, 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:
 - a. Hon. Melchor Arthur H. Carandang (Overall Deputy Ombudsman, OODO);
 - b. Mr. Crisanto S. Frianeza (Secretary General, Phil. Chamber of Commerce and Industry);
 - c. Ms. Zenaida P. Alcantara (President, Philippine Institute of CPAs);

- d. Ms. Marilyn R. Laurente (State Auditor IV, Audit Team Leader, COA); and
e. Mr. Gerhard G. Basco (President, OMBEA).

With the presence of the Chairperson and two (2) Members of the Bids and Awards Committee and four (4) 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 AO Padios, BAC 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, Atty. Sylvia A. Paraiso discussed the invitation to bid and eligibility requirements and he also discussed the requirements for post-qualification to be submitted by the bidder having the Lowest Calculated Bid. Subsequently, Mr. Dave Roland P. Liwanag, Vice- Chairperson of the TWG discussed the technical specifications for the project as well as the bid security.

Following this, the BAC Chairperson opened the floor to answer queries from the participants and informed them that for any other question/s they might want to ask after the pre-bid conference, it must be done in writing.

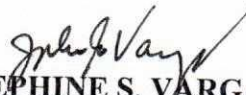
PARTICULARS	ISSUES RAISED BY THE BIDDERS	BAC/TWG REPLY
Eligibility Requirements and Preparation	Query of the representative of DB Quest, Inc.: Whether or not they can join in one lot only and if they can attached supplemental documents such as Notice of Award from their clients in the Statement of on-going projects.	The BAC answered in affirmative. The bidder may join in any lot. (Lot 1 or 2) and they can attached the supporting documents indicated in the sample forms for the statement of on-going and completed projects.
Eligibility Requirements and Preparation	Query of American Technologies through its representative Ms. Andrei Kho: Since there are two lots, will they attach two separate envelopes for eligibility and Technical component for Lot 1 and Lot 2?	The BAC replied that they should attached only one envelope for the eligibility and technical component for both lots.
Ombudsman Technical Specifications under Section VII	Query of Ms. Andrei Kho of American Technology, Inc.: Can the delivery period be extended to thirty days for both lots?	The TWG answered that there will no longer be an extension since they are fast-tracking the support of the IT system relevant to this project.
Terms of payment	Query of DB quest representative about the payment: Is it on quarterly basis?	The TWG answered that it is only one time payment

There being no other queries, the BAC reminded the bidders to use the sample forms attached to the Bidding Documents and to tab 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 must be in writing and should be coursed through the BAC Secretariat.

The Pre-Bid Conference for the **One (1) Year Hardware Maintenance and Software Subscription for Hitachi and Redhat Systems Compatible with the Existing Server System of the Office of the Ombudsman (PB-2018-16)** was adjourned at 2:30 P.M.

Prepared and attested by


JOSEPHINE S. VARGAS
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