



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 FOR
THE OFFICE OF THE OMBUDSMAN
(PB 2019-05)**

**APPROVED BUDGET FOR THE CONTRACT:
FOUR MILLION EIGHT HUNDRED FIFTY FIVE THOUSAND TWO HUNDRED FIVE
PESOS
(PHP 4,855,205.00)**

30 July 2019, OMB Hearing Room, 1:30 p.m.

The Pre-Bid Conference started at 1:48 p.m. with an invocation and introduction of the parties in attendance by Ms. Marjorie Hazel R. Cofino, Member, BAC Secretariat, to wit:

The Bids and Awards Committee:

HON. MARIBETH T. PADIOS	- Chairperson
DIR. MARY RAWNSLE V. LOPEZ	- Member
DIR. NELLIE P. BOGUEN-GOLEZ	- Member
ATTY. LORENZO G. VERGARA	- Member

The Technical Working Group:

ATTY. SYLVIA A. SEVERO-PARAISO	- Chairperson
MR. DONNOVAN T. BAUTISTA	- Vice-Chairperson
MR. ADRIAN D. SANTOS	- Member
MR. DAVE ROLAND P. LIWANAG	- Member

The BAC Secretariat:

MS. JOSEPHINE S. VARGAS	- Head
MS. MARJORIE HAZEL R. COFINO	- Member

Witnesses / Observers:

None

Ms. Cofino likewise announced the presence of one (1) prospective bidder, AMERICAN TECHNOLOGIES, INC. represented by Ms. Ling Gonzales and Ms. Lala Pondang.

Ms. Josephine S. Vargas, Head, BAC Secretariat, reported the following activities on the Office's compliance with the requirements of R.A. No. 9184:

- 1) The Invitation to Bid (ITB) was posted at the PhilGEPS, Ombudsman Website and BAC Bulletin Board on 23 July 2019.
- 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. Edilberto G. Sandoval (Acting Overall Deputy Ombudsman, OODO)
 - b. Atty. Kristine Joy M. Meñez-Macalalad (Assistant Ombudsman, OMB-Proper)
 - c. Mr. Crisanto S. Frianeza (Secretary General, Philippine Chamber of Commerce Industry)

- d. Ms. Ma. Asuncion M. Golez (National President, Philippine Institute of Certified Public Accountants)
- e. Mr. Joey I. Bernardino (State Auditor IV, Audit Team Leader, COA)
- f. Mr. Gerhard G. Basco (OMBEA Representative).

With the presence of the Chairperson and three (3) Members of the Bids and Awards Committee (BAC) and the Chairperson and three (3) Members of the Technical Working Group (TWG), a quorum to transact business was manifested by Ms. Vargas.

The Pre-Bid Conference was called to order by Assistant Ombudsman Maribeth T. Padios, BAC Chairperson. She then turned over the discussion to the TWG.

Atty. Sylvia A. Severo-Paraiso, TWG Chairperson, proceeded with the presentation of the Invitation to Bid, Eligibility requirements, and Post-Qualification documents.

AO Padios encouraged the bidders to ask questions on the documentary requirements. All questions after the Pre-Bid Conference should be then be reduced in writing.

Mr. Donovan T. Bautista, TWG Member, then presented the technical specifications as shown in OMB Bid Form No. 1A and 1B (Technical Proposal).

The following were the issues/questions raised and the corresponding reply/comments of the BAC/TWG:

PARTICULARS	ISSUES / QUESTIONS RAISED	REPLY / COMMENTS
INVITATION TO BID	AMERICAN TECHNOLOGIES, INC. (Ms. Ling Gonzales): We observed that the schedule for the bid submission, 12 August 2019, is a holiday. Will there be any changes in the schedule?	BAC: We will make the necessary adjustments if there will be a holiday declaration on 12 August 2019 and we will advise the bidder accordingly.
TECHNICAL PROPOSAL	AMERICAN TECHNOLOGIES, INC. (Ms. Ling Gonzales): For Lot 2, there appears to be a conflict between the specification <i>“Unlimited support cases”</i> and <i>200 consumable hours for onsite local support.”</i> What is the difference between the two? Maybe <i>“unlimited”</i> should be deleted?	TWG (Mr. Donovan Bautista): The first is for the Principal (standard edition) and the second is the local support for the Philippines. TWG (Mr. Dave Roland Liwanag): It is only a minimum requirement. If you will bill us, we will have no choice but to pay. Outside the 200 hours is billable.
	AMERICAN TECHNOLOGIES, INC. (Ms. Gonzales): For Lot 2, on the <i>“Reinstallation requirements to existing servers,”</i> what will be the coverage? Is it for the OS only? How about the applications?	TWG (Mr. Bautista): It covers all, e.g. OS, applications, and security updates.

	AMERICAN TECHNOLOGIES, INC. (Ms. Gonzales): For Lot 2, on the “Technical training on Smart Management Add-On administration,” can we not just put “Basic knowledge transfer on basic use case?” Technical Training has its own cost.	BAC: The TWG will confer and consider your comment on this specification.
--	---	---


Atty. Severo-Paraiso, then proceeded with the presentation of OMB Bid Form Nos. 2A and 2B and the Schedule of Prices. She reminded the bidders to tick the comply boxes in OMB Bid Form Nos. 1A and 1B.

AO Padios asked the TWG if they would want to know the cost of the Knowledge training. The TWG replied that there was no need based on their market study.

The BAC Secretariat then showed a short video / presentation on how the bidders should prepare their bids.

There being no more further queries, the Pre-Bid Conference for the Public Bidding of One (1) Year Hardware Maintenance and Software Subscription for Hitachi and RedHat Systems for the Office of the Ombudsman (PB 2019-05) was adjourned at 2:22 p.m.

Prepared and attested by:


JOSEPHINE S. VARGAS
Head, BAC Secretariat


BIDS AND AWARDS COMMITTEE

JULIEVER ROQUE LAMUG
Member

JANET CABIGAS-VEJERANO
Member


LORENZO G. VERGARA
Member


NELLIE P. BOCUÉN-GOLEZ
Member


MARY RAWNSLE V. LOPEZ
Member

ADORIE T. CORNITO
Vice-Chairperson


MARIBETH T. PADIOS
Chairperson