



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 2019-15)**

**APPROVED BUDGET FOR THE CONTRACT:  
ONE MILLION EIGHT HUNDRED FIFTY THREE THOUSAND SEVEN HUNDRED  
PESOS (LOTS 1 and 2)  
(PHP 1,853,700.00)**

**26 September 2019, Executive Lounge, OMB Annex Bldg., 1:30 P.M.**

The Pre-Bid Conference started at 1:40 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:**

A.O. MARIBETH T. PADIOS	- Chairperson
DIR. ADORIE T. CORNITO	- Vice-Chairperson
DIR. NELLIE P. BOGUEN-GOLEZ	- Member
ATTY. LORENZO G. VERGARA	- Member
ATTY. JULIEVER ROQUE LAMUG	- Member

**The Technical Working Group:**

MR. ADRIAN D. SANTOS	- Vice-Chairperson
MR. DAVE ROLAND P. LIWANAG	- Member
MR. JUAN PAOLO S. ROLDAN	- Member

**The BAC Secretariat:**

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

**Witnesses / Observers:**

MR. RON KRISTOFFER S. SILVA	- OODO Representative
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Ms. Cofino likewise announced the presence of one (1) prospective bidder, ADVANCE SOLUTIONS, INC., represented by Ms. Lerma Domingo.

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 18 September 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. Ediberto S. 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. Nolasco B. Ducay (OMBEA Representative).

With the presence of the Chairperson and four (4) Members of the Bids and Awards Committee (BAC) and the Vice-Chairperson and two (2) 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 AO Maribeth T. Padios, BAC Chairperson. She then turned over the discussion to the TWG.

Mr. Adrian Santos, TWG Vice Chairperson, proceeded with the presentation of the Invitation to Bid and Eligibility requirements.

AO Maribeth T. Padios, BAC Chairperson, asked the bidder whether there were questions on the Eligibility requirements. Ms. Domingo responded that she had no questions.

Mr. Dave Roland Liwanag, TWG Member, proceeded to the presentation of the technical specifications for Ombudsman Bid Form Nos. 1A (Lot 1) and 1B (Lot 2). Mr. Juan Paolo Roldan, TWG Member, presented the technical specifications for Ombudsman Bid Form No. 1C (Lot 3). They reminded the bidders to tick all the comply boxes to signify compliance to the Office's technical specifications.

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

PARTICULARS	ISSUES / QUESTIONS RAISED	REPLY / ADDITIONAL COMMENTS
<b>TECHNICAL PROPOSAL</b>	<p>ADVANCE SOLUTIONS, INC. (Ms. Lerma Domingo): <i>For Lot 1: on the specification <u>Chassis / Casing</u>: volume not exceeding 22liters. Includes PSU, Heatsink, <u>Thermal pad</u>, can you consider placing the terminology "Manufacturer thermal standard" instead of "thermal pad?"</i></p>	<p>TWG (Mr. Liwanag): The TWG will check on your suggestion and issue a Supplemental / Bid Bulletin, if necessary.</p> <p>TWG (Mr. Juan Paolo Roldan): Are there any significant differences between the terminologies?</p> <p>ADVANCE SOLUTIONS, INC. (Ms. Domingo): The other suppliers may not have the said "thermal pad."</p> <p>TWG (Mr. Roldan): The TWG will discuss first and issue a Supplemental/Bid Bulletin, if necessary.</p>

PARTICULARS	ISSUES / QUESTIONS RAISED	REPLY / ADDITIONAL COMMENTS
TECHNICAL PROPOSAL	ADVANCE SOLUTIONS, INC. (Ms. Domingo): <i>For Lot 1: on the specification <u>Ports and connectors</u>: At least / Minimum requirement: x x <b>Back</b>: at least 6 USB port for Type A USB 2.0 and 3.1, Gigabit Ethernet, (1) Display Port, <b>universal audio jack</b>, we can offer "audio in and out" only, instead of "universal."</i>	TWG (Mr. Roldan): The TWG will take note of your comments and issue a Supplemental/Bid Bulletin, if necessary.
	ADVANCE SOLUTIONS, INC. (Ms. Domingo): <i>For Lot 1: on the specification <u>Audio: Integrated High Definition Audio <b>Codec</b></u> (2 Channel), may we request the omission of the word "Codec?"</i>	TWG (Mr. Roldan): The TWG will take note of your comments and issue a Supplemental/Bid Bulletin, if necessary.


There <sup>was</sup> were no questions on the technical specifications for Lot 2 (13 sets Desktop Computer Sets and UPS) and Lot 3 (Various Printers and Scanners).

AO Padios reminded the bidders that all questions after the Pre-Bid Conference should be in writing.

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 for the Supply and Delivery of Various Information Technology Equipment and Peripherals for the Office of the Ombudsman (PB 2019-15) was adjourned at 2:30 P.M.

Prepared and attested by:

  
**JOSEPHINE S. VARGAS**  
 Member, BAC Secretariat

**BIDS AND AWARDS COMMITTEE**

✓ **JULIEVER ROQUE LAMUG**  
 Member


**JANET CABIGAS-VEJERANO**  
 Member

✓   
**LORENZO G. VERGARA**  
Member

✓   
**NELLIE P. BOGUEN-GOLEZ**  
Member

**MARY RAWNSLE V. LOPEZ**  
Member

✓   
**ADORIE T. CORNITO**  
Vice-Chairperson

✓   
**MARIBETH T. PADIOS**  
Chairperson