



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 2019-22)**

**APPROVED BUDGET FOR THE CONTRACT:
ONE MILLION FIVE HUNDRED FIFTY FIVE THOUSAND HUNDRED PESOS
(LOTS 1, 2 and 3)
(PHP 1,555,000.00)
21 October 2019, Hearing Room, 1:30 P.M.**

The Pre-Bid Conference started at 1:41 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. JULIEVER ROQUE LAMUG	- Member
ATTY. JANET CABIGAS-VEJERANO	- Member

The Technical Working Group:

ATTY. LOLITA SIMEONA M. BRAVO	- Chairperson
MR. ADRIAN D. SANTOS	- Vice-Chairperson
MR. DAVE ROLAND P. LIWANAG	- Member

The BAC Secretariat:

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

Witnesses / Observers:

MR. RON KRISTOFFER S. SILVA	- OODO Representative
MR. EDDIE BOY T. OSIT	-OMBEA Representative

Ms. Cofino likewise announced the presence of two (2) prospective bidders, to wit: 1) METASYSTEMS DEVELOPMENT INC. represented by Ms. Ellen Culot; and, 2) AMERICAN TECHNOLOGIES, INC. represented by Ms. Thart Salazar, Mr. CJ Dalapo, Mr. JP Rimba, Mr. Jonathan Agda and Ms. Pearl Setarious.

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 12 October 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. Nolasco B. Ducay (OMBEA Representative).

With the presence of the Chairperson and four (4) Members of the Bids and Awards Committee (BAC) and the 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.

Atty. Lolita Simeona M. Bravo, TWG Chairperson, proceeded with the presentation of the Invitation to Bid and Eligibility requirements.

AO Padios urged the bidders to ask their questions during the Pre-Bid Conference as all questions after the proceeding will be required to be in writing.

There being no questions on the Eligibility requirements, Mr. Dave Roland Liwanag, TWG Member, presented the technical specifications for the three (3) lots.

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

PARTICULARS	ISSUES / QUESTIONS RAISED	REPLY / ADDITIONAL COMMENTS
TECHNICAL PROPOSAL	METASYSTEMS DEV'T CORP (Ms. Ellen Culot): <i>For Lot 2: On Other Requirements: Availability of parts and consumables in local market by local distributor</i> who will certify, the bidder or the principal?	TWG (Mr. Liwanag): We will require the manufacturer to make the certification.
	TWG (Mr. Liwanag): Can the bidders comply with the 30-day delivery?	METASYSTEMS: Yes. AMERICAN TECHNOLOGIES: If the delivery is for the Central Office, yes, we can comply.


Mr. Liwanag showed the forms for the Financial Proposal with Undertaking and the Schedule of Prices. AO Padios reminded the bidders to tick the comply boxes to signify compliance to the Office's technical specifications in the Technical Proposals.

Mr. Adrian Santos then presented the required post-qualification documents which should be submitted within five (5) calendar days from receipt of Notice.


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 2019-22) was adjourned at 2:25 P.M.

Prepared and attested by:


JOSEPHINE S. VARGAS
Member, BAC Secretariat

BIDS AND AWARDS COMMITTEE


JULIEVER ROQUE LAMUG
Member


JANET CABIGAS-VEJERANO
Member

on leave
LORENZO G. VERGARA
Member


NELLIE P. BOGUEN-GOLEZ
Member

on leave
MARY RAWNSLE V. LOPEZ
Member


ADORIE T. CORNITO
Vice-Chairperson


MARIBETH T. PADIOS
Chairperson