



Minutes of Pre-Bid Conference
PROCUREMENT OF VARIOUS ROTOGRAVURE PRESS CHEMICALS (ETHYL
ACETATE SOLVENT, TOLUENE SOLVENT AND ISOPROPYL
ALCOHOL (IPA) SOLVENT) (PB-15-19)
19 June 2019
1:30 P.M.

BAC Members

Mr. Karl Paulo C. Damian, *Chairperson*
Mr. Frederick S. Tarun, *Member*
Mr. Michael Romil D. Santiago, *Member*
Atty. Ramon L. Matibag, *Member*

Technical Working Group

Mr. Joselito E. Rabulan, *Head*
Ms. Evangeline R. Zoleta, *Member*
Mr. Ludovico B. Alba, *Member*
Mr. Agapito C. Bragais, *Member*
Ms. Lea Ann M. Gamban, *Member*
Ms. Jolly Ann S. Bay, *Member*
Ms. Ednalyn S. Cortez, *Member*
Ms. Jeacell S. Duran, *Member*

BAC Secretariat

Ms. Merla D. Escobar, *Head*
Mr. RP P. Delos Reyes, *Member*
Ms. Michelle B. Martinez, *Member*
Ms. Erlinda E. Diaz, *Ad-hoc Member*
Ms. Joy M. Principe, *Ad-hoc Member*

Also Present

End User Representative

Mr. Percival J. De Castro, *APO Lima*
Ms. Jocelyn R. Aldovino, *APO Lima*

Prospective Bidder

Mr. Anthony Binamera, *Asyana Multichem Corp.*

I. Call to Order

- Mr. Karl Paulo C. Damian as BAC Chairperson presided over the Pre-Bid Conference for the Procurement of Various Rotogravure Press Chemicals (Ethyl Acetate Solvent, Toluene Solvent and Isopropyl Alcohol (IPA) Solvent (PB-15-19) which started at exactly 2:45 P.M. The invocation and the national anthem were led by Ms. Ednalyn S. Cortez and Mr. RP P. Delos Reyes, respectively.

II. Agenda

1. Introduction of Participants
2. Brief discussion of all the requirements, terms, conditions and specifications stipulated in the bidding documents, particularly the following:
 - a. Eligibility requirements required for government bidding;
 - b. Technical specifications and other requirements for the project, and
3. Other matters

III. Certification of Quorum

- Mr. Damian, as BAC Chairperson, called the Pre-Bid Conference to order for the abovementioned project, entitled: *"the Procurement of Various Rotogravure Press Chemicals (Ethyl Acetate Solvent, Toluene Solvent and Isopropyl Alcohol (IPA) Solvent (PB- 15-19)"*. Thereafter, he requested Ms. Merla Escobar, Head of the BAC Secretariat to formally introduce the attendees and state whether there is a quorum to proceed with the business of the day. In response, Ms. Escobar confirmed that the members present constitute a quorum.

IV. Discussion

- Ms. Escobar informed the group that the Invitation to Bid (IB) was posted in the Philippine Government Electronic Procurement System (PhilGEPS), APO Website, and APO BAC Bulletin board on 11 June 2019.
- Further, Ms. Escobar mentioned that to enhance transparency of the process, the BAC sent Letters of Invitation to act as observers to the following: (i) Commission on Audit; (ii) Philippine Printing Technical Foundation (PPTF); and (iii) Philippine Chamber of Commerce and Industry. However, no observer attended the said conference.
- Thereafter, Ms. Escobar mentioned that the Annual Procurement Plan (APP) for CY 2019 intends to apply the sum of Two Million One Hundred Thousand Pesos (**PhP 2,100,000.00**) being the Approved Budget for the Contract (ABC).
- To provide the background, Mr. Damian requested the End User representative, Mr. Percival J. De Castro, *Supply Chain Manager in APO LIMA*, to briefly discuss the technical specifications of the project and the corresponding schedule of requirements stated in Section VI and VII of the Bidding Documents.
- The following items are thoroughly discussed and shall be included in the issuance of supplemental/ bid bulletin
 1. To modify bidding documents title to **Procurement of Various Rotogravure Press Chemicals (Ethyl Acetate Solvent, Toluene Solvent and Isopropyl Alcohol (IPA) Solvent) (PB-15-19)**.
 2. To delete item no. 4, regarding the **PEZA Accreditation** in Section VII of Technical Specifications on Lot 1 - Ethyl Acetate Solvent, Lot 2 - Toluene Solvent, and Lot 3 - Isopropyl Alcohol.
 3. To transfer the above-mentioned requirement from Section VII Technical Specifications to Special Conditions of Contract.
- Lastly, the BAC Chairperson reminded that "No Contact Policy" rule shall always be observed in accordance with Section 32 of the Revised IRR of RA 9184. Hence, members of the BAC and TWG are prohibited from making or accepting any communication with any bidder regarding evaluation of their bids until the issuance of the Notice of Award. However, the BAC through its Secretariat, may ask the bidder in writing for any updates/concern or clarification of its bid. All responses to requests for clarification shall also be in writing.


V. Adjournment

- There being no further matters to discuss, the meeting was adjourned at exactly 3:20 P.M.

Prepared by:


Noted by:



MS. MICHELLE B. MARTINEZ
BAC Secretariat



MS. MERLA D. ESCOBAR
Head, BAC Secretariat

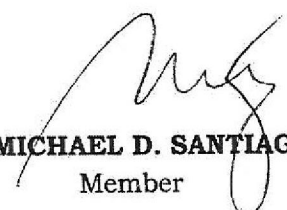
Approved by the Bids and Awards Committee:



KARL PAULO C. DAMIAN
Chairperson


JOSEFINA L. OMOL
Vice Chairperson


DOMINIC F. TAJON
Member


FREDERICK S. TARUN
Member


MICHAEL D. SANTIAGO
Member


RAMON L. MATIBAG
Member