



Minutes of Pre-Bid Conference

Procurement of One (1) Unit Brand New Cut Sheet Color Digital Production Press
(PB-20-19)

2 October 2019

1:30 P.M.

BAC Members

Mr. Karl Paulo C. Damian, *Chairperson*
Ms. Josefina L. Omol, *Vice Chairperson*
Mr. Frederick S. Tarun, *Member*
Mr. Michael Romil D. Santiago, *Member*
Atty. Ramon Antonio 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*

End User Representative

Mr. Daryl Villegas, *Pre-Press Representative*

Prospective Bidder

Mr. F.A Caisido and Mr. Donald Madino,
Caledonian Enterprises
Mr. Anthony Padayhag and Mr. Richard
Ramos, *Canon Phils.*
Mr. Sanny Baynos, *Gakken Phils.*

I. Call to Order

- Mr. Karl Paulo C. Damian as BAC Chairperson presided over the Pre-Bid Conference for the Procurement of One (1) Unit Brand New Cut Sheet Color Digital Production Press (PB-20-19) which started at exactly 1:55 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: "Procurement of One (1) Set Brand New Cut Sheet Color Digital Production Press (PB-20-19)". Thereafter, he requested the 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. Merla D. Escobar, Head of the BAC Secretariat, confirmed that the members present constitute a quorum.

IV. Discussion

- As background, 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 24 September 2019.
- Further, she 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. Unfortunately no observer attended the said proceeding.
- Thereafter, Ms. Escobar mentioned that the Annual Procurement Plan (APP) for CY 2019 intends to apply the sum of Three Million Four Hundred Thousand Pesos (**PhP 3,400,000.00**) being the Approved Budget for the Contract (ABC) for the said project.
- For the discussion of all the requirements, Mr. Damian requested the End User representative, Mr. Daryl Villegas of Pre-Press Department, 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.
- During the discussion, amendments on the Technical Specification and Schedule of Requirements were made as follows;

Section VII Technical Specification

ORIGINAL PROVISION		AMENDED PROVISION		
Specification	Statement of Compliance ***	Specification	Statement of Compliance ***	Evidence of Compliance
Technical Description: PC Server should have minimum specifications but not limited to the following: <ul style="list-style-type: none">• Processor: Intel Core I7, 3.1 GHz• Memory: At least 16 GB• Hard Drive: At least 1.5 TB• OS: Windows 10• Network Interface: Ethernet (10 / 100 / 1000 Base-T) USB for files via operator panel Network Protocols: TCP/IP (LPR/LPD, socket) SMB Static/auto IP (via DHCP) or its equivalent		Print Server should have the compatibility and capacity to handle the operational requirements of the digital press machine.		
		Technical Description: (Minimum of but not limited to) <ul style="list-style-type: none">• Technology Print Production Workflow: Multiple Queues, Scheduler, Remote Manager, with licensed color management software, Pixel Precise Preview, Spot Color Editing, Calibration, Realistic Preview, Digital Moire		
		Security Applications: Can print variable such as but not limited to barcodes, QR codes, customized text, micro prints with time stamp, etc.		
Technical Description: (Minimum of but not limited to) <ul style="list-style-type: none">• Technology Print Production Workflow: Multiple Queues, Scheduler, Remote Manager,		<ul style="list-style-type: none">• Operational Performance Rated Speed: A4: 90 ppm SRA3: 40 ppm		
		Resolution: 2400 x 2400 dpi		
		Monthly Print Volume: 160,000 pages per month (A4)		

with licensed color management software, Pixel Precise Preview, Spot Color Editing, Calibration, Realistic Preview, Digital Moire

- **Security Applications:**
Can print variable such as but not limited to barcodes, QR codes, customized text, micro prints with time stamp, etc.

- **Operational Performance**

Rated Speed: A4: 90 ppm

SRA3: 40 ppm

Resolution: 2400 x 2400 dpi

Monthly Print Volume: 160,000 pages per month (A4)

Duty Cycle: Up to 500,000

Line Screening: Up to 170 LPI

Registration: +/- 1.0 mm

- **Input Accessories**

Standard Paper Cassettes and bypass tray: At least 3 standard cassette trays that can load different media sizes: Letter, Legal, A4, A4r, A3, SRA3r, B4, B5, B6, up to 13" x 51"

Optional tray: Can load up to 13" x 30"

- **Paper Handling**

Media Type: Coated and uncoated papers Heavy, textured and Specialty substrates

Can print on pre-printed papers and embossed medias

Minimum Paper Weight: At least 52 GSM

Maximum Paper Weight: 350 GSM

Minimum Paper Size: 5" x 6"

Maximum Paper Size: 13" x 51"

Printed Side: Duplex: up to 13" x 30" Simplex: up to 13" x 51"

- **Scanner**

Scanning Capability: Can scan color and black and white images and text

Scanning Resolution: up to 600 x 600 dpi

Scan Speed: up to 200 pages per minute (at 300 dpi)

Tray Capacity: 300 sheets (at 80 GSM)

Document size: up to 11" x 17"

Duty Cycle: Up to 500,000

Line Screening: Up to 170 LPI

Registration: +/- 1.0 mm

- **Input Accessories**

Standard Paper Cassettes and bypass tray: At least 3 standard cassette trays that can load different media sizes: Letter, Legal, A4, A4r, A3, SRA3r, B4, B5, B6, up to 13" x 51"

Optional tray: Can load up to 13" x 30"

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- **Finishing Accessories**

Number of Trays: 2

Tray Capacity: Up to 4,000 sheets (A4, 85g/m2)

Paper Weight: Stacking - 14lb to 130lb (bond), cover 52 to 350 GSM

Corner Stapling - 14lb to 130lb (bond), cover 52 to 350 GSM

Booklet Making - 14lb to 130lb (bond), cover 52 to 350 GSM

Paper Size: Stapling - 8.3" x 11" to 11.7" x 17"

Saddle Finisher - 8.3" x 11" to 11.7" x 17"

Staple Position: Corner, Double Side and Saddle Stitching

<ul style="list-style-type: none"> • Finishing Accessories Number of Trays: 2 Tray Capacity: Up to 4,000 sheets (A4, 85g/m2) Paper Weight: Stacking - 14lb to 130lb (bond), cover 52 to 350 GSM Corner Stapling - 14lb to 130lb (bond), cover 52 to 350 GSM Booklet Making - 14lb to 130lb (bond), cover 52 to 350 GSM Paper Size: Stapling - 8.3" x 11" to 11.7" x 17" Saddle Finisher - 8.3" x 11" to 11.7" x 17" Staple Position: Corner, Double Side and Saddle Stitching Stapling Capacity: Corner, Double Side - 100 sheets Saddle Stitching - Up to 25 sheets 	
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ORIGINAL PROVISION	AMENDED PROVISION
Other minimum requirements <ul style="list-style-type: none"> • Training - Shall provide training to PAO personnel on operation and troubleshooting within APO premises immediately upon installation • After Sales Service - Immediate response time of technicians when they are called for repairs 	Other minimum requirements <ul style="list-style-type: none"> • Training - Shall provide training to APO personnel on operation and troubleshooting within APO premises immediately upon installation • After Sales Service - Immediate response <u>within the day from notice of urgent repairs and maintenance.</u>

ADDITIONAL PROVISION
Other minimum requirements <ul style="list-style-type: none"> • Quotation- Shall provide the cost of machine parts consumables. • Uninterruptible Power Supply (UPS) that is compatible with the machine.

- Afterwards, Mr. Damian stated that BAC will issue the corresponding supplemental/bid bulletin to respond to all changes and clarifications during the pre-bid conference and to be posted in PhilGEPS, APO Website and in Conspicuous Place.
- 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 3:10 P.M.

Prepared by:



MS. MICHELLE B. MARTINEZ
BAC Secretariat

Noted by:



MS. MERLA D. ESCOBAR
Head, BAC Secretariat

Approved by:



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

Prepared on 4 October 2019