



Observers	Bermely C. Ramos	COA Audit Team Leader	Present (<i>online</i>)
	Ronie P. Pillos	Representative, Social Action Center	Absent
	Leonardo Ruiz	Representative, Bishop's Residence	Absent
	Pastor Albano	President, PCCI-Ilocos Norte	Absent

OPENING PRAYER: Precious P. Rumbaoa

TIME STARTED AND QUORUM:

The Pre Bidding Conference held at the Board Room, 2nd Floor Main Building, MMMH & MC, City of Batac, was called to order at 2:00 P.M., October 29, 2020, and was presided by Dr. Louie A. Guerrero, BAC Chairperson, where five (5) members were present and they were introduced to the bidders.

PROCEEDINGS:

Pre-Bidding Conference

The pre-bid conference shall discuss, clarify and explain, among other things, the eligibility requirements and the technical and financial components of the contract to be bid including questions and clarifications raised by the prospective bidders before and during the Pre-Bid Conference.

The Invitation to Bid for the abovementioned projects were posted at the PhilGEPS, Agency Website, Philippine Daily Inquirer, hospital's bulletin board on October 20, 2020. Invitations were sent to four (4) observers, COA Audit Team Leader, President of PCCI-Ilocos Norte and Representatives of Diocese of Ilocos Norte.

There were ten (10) company representatives who attended the pre-bid conference, two (2) were present personally and the rest attended via videoconferencing. The following are the companies and their representatives who attended the conference:

No.	Name of Company	Representative
1	AMI Equipment Services & Solutions	John Kenneth Nacion
2	BD Scientia Medical and Diagnostic Supplies	Allan Maneja
		Jerome Cacal
3	Blue Sky Trading Co., Inc.	Ryan Carlo Delos Reyes
		Kimberly Deliza
4	Dynamed Healthcare, Inc.	Lani Labutap
5	RBGM Medical Express Sales, Inc.	Cheyenne Lumibao
		Lady Gidor
6	Centro-Med Enterprises	Maila Mortel
7	Pinnacle Supplies and Services Unlimited, Inc.	Rommel Dar
8	Dubbel Medical Corporation	Leopoldo Borromeo
9	Asya Medika, Inc.	Adora Sanchez
		Bernabe Pasion
		Theddy Gutierrez
10	Predict IT Corporation	Mark Canlas

The BAC Chairperson encouraged the representatives present to raise their queries and clarifications while the presentation is on-going so that it will be discussed and resolved right away. Whatever changes or amendments agreed upon during the pre-bidding conference will be effected through the issuance of a supplemental/bid bulletin.

The BAC Chairperson further emphasized to take of the significant information while the bidding requirements are presented. There is also a checklist provided for their guide. The bidding documents can be downloaded from the PhilGEPS and Agency Website but bidders are required to pay the bidding documents fee if they are interest to bid.

The presentation of the parts of the bidding documents was presented and discussed by the members of the BAC, and the queries for every item to be bid was answered by the concerned TWG/End-Users.

The following were presented and discussed with the prospective bidders' representatives:

I. Invitation to Bid

The details of the invitation to bid was presented containing the Approved Budget for the Contract, the title of the project, cost of bidding documents, the procurement timelines, availability of the bidding documents is from October 20, 2020 to November 10, 2020, and refer to the head of the BAC secretariat if ever there are any further information needed.

The deadline of submission of the bidding documents is on November 11, 2020 at 1:30 P.M., the bidders were advised to synchronize their time with the time presented.

II. Instruction to Bidders

Ms. Ronalyn Tagudin and Dr. Alma Rubio presented the content of this section. They informed the prospective bidder's representatives that only the salient data in the bidding documents. Emphasis was made on the following:

- a) Scope of Bid and Funding Source: To carefully examine all the bidding documents to avoid disqualification due to non-compliance. The Procuring Entity will only accept bids from those who have paid the applicable fee for the Bidding Documents.
- b) Clarification and amendment of bidding documents: The prospective bidder's representatives present were informed that they may request for further clarification and/or interpretation of any part of the bidding documents in writing and must be submitted to the Procuring Entity's address indicated in the Bid Data Sheet at least ten (10) calendar days before the deadline set for the submission and receipt of bids. The BAC shall respond to the said request by issuing a Supplemental/Bid Bulletin, to be made available to all those who have properly secured the bidding documents, at least seven (7) calendar days before the deadline for the submission and receipt of bids. Said bulletin shall also be posted in the PhilGEPS and the website of the Procuring Entity.
- c) Bid validity: The bid shall remain valid for one hundred twenty (120) calendar days from the date of the opening of bids, hence, this project procurement is valid until March 11, 2021.
- d) Sealing and Marking of Bids: Each Bidder shall submit one copy of the first and second components of its Bid. The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

Clarification from Predict IT Corp., is there a specific color of the envelope.

- *Any color will do according to the BAC Chairperson, but the proper sealing of documents shall be observed.*

- e) Submission of Bids: The Bidders shall submit on the specified date and time and either at its physical address as indicated in paragraph 7 of the IB.
- f) Process to be confidential: No contact rule during bid evaluation.

III. Bid Data Sheet

The members of the BAC ran through the content of this section. Clarifications are stated below.

Query from Centro-Med Enterprises, in the submission of SLCC, the same contract required is same with the equipment to be bid or same as any medical equipment?

- *Contract similar to the project shall be Supply, Delivery, Installation and Commissioning of Medical Equipment completed within 2 years prior to the deadline for the submission and receipt of bids.*

Clarification from Predict IT Corp., shall we provide SLCC based from the item to be bid or from the whole project?

- *Since the project is a line item bid, the SLCC will be based from the ABC of the item to be bid.*

IV. General Conditions of the Contract

Ms. Tagudin and Dr. Rubio ran through the content of this section. No clarifications or any queries from the prospective bidders were raised.

V. Special Conditions of the Contract

Ms. Tagudin presented the details of this section. The inspections and tests that will be conducted were emphasized. No clarifications or any queries from the prospective bidders were raised.

VI. Schedule of Requirements

Ms. Tagudin mentioned the delivery schedule, sixty (60) calendar days for the medical equipment and thirty (30) calendar days for the office and IT equipment, from the receipt of the Notice to Proceed.

VII. Technical Specifications

It was emphasized that the Bidders must state in the Statement of Compliance either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection.

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF VARIOUS MEDICAL EQUIPMENT (2ND SEMESTER) RE-BID

- 1) IN 2 2 units Depth Anesthesia and Noxious Stimuli Monitor
 - *No clarifications or any queries from the prospective bidders were raised.*
- 2) IN 3 1 unit Laboratory Reagent Refrigerator with Digital Temperature Monitoring with Shelves and Calibration Certificates
 - *No clarifications or any queries from the prospective bidders were raised.*
- 3) IN 5 1 unit Treatment Unit with ENT Chair, with Video Capability and TV Monitor
 - *Query from Dubbel Medical Corp., asking if they could submit manufacturers specifications for treatment unit based on the ABC or they can suggest changes of the specifications.*
 - Dr. Guerrero said that the bidder can submit manufacturers specifications provided that all the end-user's requirements are followed and should be within the ABC. Actually, the specifications given by the end-user will be the basis of evaluation. The BAC cannot simply change the request of the end-user without any valid reason.
- 4) NN 2 1 unit Analyzer
 - *No clarifications or any queries from the prospective bidders were raised.*

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF VARIOUS MEDICAL EQUIPMENT (GROUP B)

- 1) OR 1 1 unit OR Table with Electric Hydraulic System
 - *No clarifications or any queries from the prospective bidders were raised.*
- 2) OR 2 1 unit OR Stainless Back Table
 - *No clarifications or any queries from the prospective bidders were raised.*
- 3) OR 3 1 unit Suction Machine
 - *No clarifications or any queries from the prospective bidders were raised.*
- 4) OR 4 2 units Electro Cautery Machine
 - Ms. Carine Lacuesta, the end-user/TWG, announced that there are additional accessories required for the item, as follows:
 - a) Foot Switching Monopolar Laparoscopic Cord
 - b) Foot Switching Bipolar Cord and Cushing Forceps
 - c) Can be connected to smoke evacuator
 - *No other clarifications or any queries from the prospective bidders were raised.*
- 5) OR 5 2 units Delivery Room Table
 - *No clarifications or any queries from the prospective bidders were raised.*
- 6) NC 1 1 unit Fiberoptic Laryngoscope with Complete Accessories
 - *No clarifications or any queries from the prospective bidders were raised.*
- 7) NC 2 10 units Cardiac Monitor
 - *Query from RM Medical, asking for the brand/model of the existing patient monitor. Also, they requested to remove the specifications "capable of exiting Central Monitoring System". They further wished to offer other brand of Central Monitoring System (CMS) because they mentioned that every brand has its exclusive/different CMS. With this, they insisted that the hospital is requiring an exclusive brand cardiac monitor that fits to the existing monitors the hospital is currently using.*
 - The end-user mentioned that the existing brands of CMS are Mediana and Mindray. The BAC Chairperson answered the queries of the prospective bidders, actually, the specific brand was not indicated in the requirements in the bidding documents. However, in reference to Section 18 of the 2016 revised IRR of RA 9184, although reference to brand names are prohibited, it is clarified that reference to brand names shall not be allowed except for the items or parts that are compatible with the existing fleet or equipment of the same make and brand, that will maintain the performance, functionality and useful life of the existing equipment. So, as a rule specifications of equipment/goods shall be relevant on characteristics and performance requirements. It is necessary to maintain the functionality and life of the equipment, thus, we require the compatibility of the existing fleet.
 - *Follow up clarification from RM Medical, therefore the hospital is requiring the bidders to bid for Mindray Brand only?*
 - As Dr. Guerrero understands, the end-user did not specifically or categorically state the brand in the bidding documents, thus, any bidder can join the bidding provided that the all the specifications will be met.
 - *Also, same clarifications from Asya Medika, Inc., they asked if they can join the bidding offering a free CMS. Also, they clarified if they are going to interchange the accessories of monitors from one office to another.*
 - The end-user accepted the offer of the bidder that they will provide a free CMS provided that still compatible with the existing monitors.
 - *Clarifications from Asya Medika, Inc., what department does the monitors will be placed.*
 - The equipment will be stationed at the Neonatal ICU of the hospital.
 - Ms. Marie Fae Victorine Rosario announced the additional requirements within the warranty period for the item, as follows:
 - a) Bandage type sensor pulse oximeter

- b) Infant/Neonatal BP Cuff
 - c) Neonatal cardiac patches
- 8) NC 3 5 units Syringe Pump
- *Query from Predict IT Corp., can we change the smallest syringe size from 10cc – 5cc, and the largest syringe size from 100cc – 60cc.*
 - The end-user affirmed to the query of the bidder.
 - *Clarification from Predict IT Corp., how many extension sets are required?*
 - The free extension set to be given should be one (1) set per unit.
- 9) NC 4 3 units Emergency Carts
- *No clarifications or any queries from the prospective bidders were raised.*
- 10) HC 1 2 units Target Controlled Infusion (TCI) Syringe Pump
- *Queries from Predict IT Corporation:*
 - a) *Requesting to change the flow rate can be limited according to drug name (soft and hard limits) with DRUG LIBRARY, Dose Error Reduction System (DERS).*
 - b) *Can the AGILA be removed from the specifications, because it is specific to one brand.*
 - c) *Type of Syringe: Up to 100 types, requesting to be changed to open system able to recognize different syringe size and brand.*
 - d) *The 3 modes mandatory, not mandatory or advised/Rate: 1200mL/h is very specific, requested to remove.*
 - Dr. Lorelie Castillo from the Anesthesia Department mentioned that the queries will be referred to their department head and whatever changes will be coordinated to the BAC to be reflected in the Bid Bulletin.
 - Dr. Guerrero added that the clarification may be made through writing address to the BAC 10 days before the opening of bids and will be answered through bid bulletin. All other provisions of the bidding documents which will not be changed shall remain in effect.
- 11) GB 1 1 lot Ophthalmology Supplies and Materials
- *No clarifications or any queries from the prospective bidders were raised.*
- 12) GB 2 1 unit Multifunctional Defibrillator
- *No clarifications or any queries from the prospective bidders were raised.*
- 13) GB 3 1 unit Whole Blood Oximeter
- *No clarifications or any queries from the prospective bidders were raised.*
- 14) GB 4 1 unit Patient Warmer
- *No clarifications or any queries from the prospective bidders were raised.*
- 15) GB 5 1 unit Portable Transport Hemodynamic Monitor
- *No clarifications or any queries from the prospective bidders were raised.*
- 16) GB 6 1 unit Sterilizer for Human Milk Bank
- *No clarifications or any queries from the prospective bidders were raised.*

**SUPPLY, DELIVERY AND INSTALLATION OF VARIOUS OFFICE
AND IT EQUIPMENT (RE-BID)**

- 1) BD 4 4 units Projector
No clarifications or any queries from the prospective bidders were raised.
- 2) BD 5 2 units Document Camera
No clarifications or any queries from the prospective bidders were raised.
- 3) BD 6 8 units All-in-One Touch Screen Pc for HRIS, Billing and OPD Kiosk
No clarifications or any queries from the prospective bidders were raised.

- 4) BD 8 2 units Laptop
No clarifications or any queries from the prospective bidders were raised.
- 5) BD 10 1 unit PVC Card Printer
No clarifications or any queries from the prospective bidders were raised.
- 6) BD 14 4 units Paper Shredder Machine, Heavy Duty
No clarifications or any queries from the prospective bidders were raised.
- 7) BD 15 5 units Book Binder/Comb Binder, Heavy Duty
No clarifications or any queries from the prospective bidders were raised.
- 8) BD 16 3 units Platform Trolley/Truck
No clarifications or any queries from the prospective bidders were raised.
- 9) BD 18 2 units Portable Speaker with complete accessories
No clarifications or any queries from the prospective bidders were raised.
- 10) BD 20 3 units Airconditioning units, cabinet type, 3 tons
No clarifications or any queries from the prospective bidders were raised.

The BAC highlighted the 14 documentary requirements that shall be submitted as part of the technical specifications.

The criteria for evaluation also in accordance with R.A. 9184 and its 2016 Revised IRR and Bid Documents and GPPB Regulations. There were Criteria for Evaluation used by the TWG for Equipment during the post qualification evaluation for the bids who meet the minimum requirements during Actual Demonstration.

CRITERIA	PERCENTAGE
1. Price	20%
2. Track Record:	
a. After sales service	15%
b. Availability of spare parts	15%
c. Reliability as supplier	10%
3. Completeness of Specifications	10%
4. Warranty	10%
5. Quality/Clarity of Results of Machine	10%
6. Possibility of Upgrading the Machine	10%

VIII. Checklist of Technical and Financial Documents

The BAC presented/read the content of this section. Emphasis was made on the following:

- a) All forms shall bear a signature at the bottom part as provided in the forms. All blank spaces shall be filled out. Forms provided should be used and in whatever form produced as long as the content of the form is the same as indicated in the bidding documents.

IX. Procurement Timeline

Procurement Stage	Date
Pre Procurement Conference	10/20/2020
Advertisement	10/21/2020 to 10/28/2020
Pre-bid Conference	10/29/2020
Submission and Receipt of Bids	11/11/2020
Bid Opening	11/11/2020
Bid Evaluation	11/12/2020 to 11/17/2020
Post Qualification	11/18/2020 to 11/25/2020
Approval of Resolution/Issuance of Notice of Award	11/26/2020 to 11/29/2020
Contract Preparation and Signing	11/30/2020 to 12/05/2020
Issuance of Notice to Proceed	12/06/2020 to 12/09/2020

Other Matters:

Reiteration was made that the prospective bidders may request for further clarification and/or interpretation of any part of the bidding documents in writing and must be submitted to the Procuring Entity's address at least ten (10) calendar days before the deadline set for the submission and receipt of bids. The BAC shall respond to the said request by issuing a Supplemental/Bid Bulletin, to be made available to all those who have properly secured the bidding documents, at least seven (7) calendar days before the deadline for the submission and receipt of bids. Said bulletin shall also be posted in the PhilGEPS and the website of the Procuring Entity.

The BAC presented the Notice of Cancellation for the Infrastructure projects that were previously advertised, in reference to approved BAC Resolution No. 2020-10-023IE, Resolution Recommending Cancellation on the Procurement Process and Changing of Fund Sources for the Infrastructure Projects previously under Bayanihan to Recover as One Act or Bayanihan Act II, considering that the source of funds for the project has been changed and the preparatory documents will be revised through no fault of the Procuring Entity.

Since there were no more clarifications or questions being asked from the prospective bidders, the BAC Chairperson reminded again the prospective bidders of the date of opening, that if they need more clarifications, they may formally submit a letter at least ten (10) days before the opening of the bids and the BAC will deliberate their query, issue a bid bulletin in response to their query seven (7) days before the opening of bids.

There being no other matters for discussion, the meeting was adjourned at 6:20 P.M.

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