



**Philippine International Trading Corporation
BIDS & AWARDS COMMITTEE I**

**MINUTES OF THE PRE-BID CONFERENCE
SUPPLY, DELIVERY AND INSTALLATION OF MANAGED NETWORK SERVICES –
NETWORK BACKHAUL FOR THE BUREAU OF CUSTOMS (BOC)**

BID REF. NO. GPG-B1-2019-237

14 August 2019, 5th Floor Conference Room

There being a quorum, Chair convened the meeting at 2:00 P.M.

In attendance are:

FOR PITC BAC-I	FOR PROPONENT – BOC
Christabelle P. Ebriega, Chair	As per attached attendance sheet
Atty. Ma. Gudelia C. Guese, Vice-Chair	
Myra T. Alvarez, Member	
David A. Inocencio, Member	
Joel S. Rodriguez, Member	
PITC TWG/BAC Secretariat (as per attached attendance Sheet)	
BIDDERS	
As per attached attendance sheet	

HIGHLIGHTS OF PROCEEDINGS

- Chair welcomed everyone to the Pre-Bid Conference for the above mentioned procurement project. Afterwhich, Chair introduced the BAC Members, Provisional Member, MGen Job S. Yucoco (Ret.) and the End-Users from BOC.
- Chair informed the Bidders that PITC has been tapped by the BOC to undertake this project for them.
- Chair acknowledged the presence of the following prospective Bidders present in this Pre-Bid Conference; namely:
 1. iOne Resources, Inc.
 2. MSI-ECS Phils. Inc.
 3. i3e Solutions, Inc.
 4. Huawei Technologies Phils., Inc.
 5. Innove Communications, Inc.
 6. Columbia Technologies, Inc.
 7. IP Converge Data Services, Inc.
- Chair turn over the floor to Mr. Jonathan Soriano, one of the End-Users to discuss the Background of this project. As per Mr. Soriano, this project intends to deliver for the BOC a managed network service. This will include network productivity for 2 years. The network equipment and the necessary design and installation. This will be an active network complimenting BOC's network.
- The Bid Reference No. for the Bidding Documents was inadvertently presented as GPG-B1-2019-273 instead of GPG-B1-2019-237. Accordingly, Bidders were advised that the Committee will issue an Amended Bidding Documents bearing the correct Bid Ref. No. Bidders were also advised to refer and use the Amended Bidding Documents and its required Annexes/Forms, which will be posted in the PhilGEPS and PITC website.

- Invitees are eligible Information and Communication Technology Contractors / Telecommunication Providers / Service Integrators / Value Added Service Provider / Internet Service Provider for the Philippines for the Managed Network Services – Network Backhaul for the Bureau of Customs (BOC).
- Chair informed that to be able to participate in this bid project, a prospective Bidder must have completed a Single contract of similar nature within last ten (10) years amounting to at least fifty percent (50%) of the ABC of the item being bid.

“Similar” contract shall refer to contracts pertaining to the supply or management of Internet Protocol based interconnectivity of data, audio, and/or video.

- Chair explained that the first part of the Bidding Documents is the Instructions to Bidders which should be read by the prospective Bidders at their own good time. What will be discussed in this Pre-Bid Conference are the documents that are required to be submitted on Bid Opening Day.
- Chair started to discuss the Envelope System:
 - **Envelope System:** The system of submission is a two envelope system wherein **Envelope 1** will contain the eligibility and technical documents and **Envelope 2** will only contain the Financial Bid.
 - **Number of Copies:** All documentary submission must come in three sets. These will be placed in 3 folders marked: “original”, “duplicate” and “triplicate”.
 - **Sealing/Markings** The two envelopes will then be placed in a master envelope. The master envelope will then be sealed and marked in accordance with the instructions stated in the Bidding Documents.

ENVELOPE I – ELIGIBILITY & TECHNICAL DOCUMENTS

<u>Class “A” Eligibility Documents</u>	<u>Chair’s Instructions</u>
SEC/DTI Registration Certificate	<p>For Corporation, submission will be the SEC Registration Certificate.</p> <p>For the Sole Proprietorship a copy of valid and current DTI business registration valid and current.; and</p> <p>For Cooperatives a copy of valid and current Cooperative Development Authority (CDA)</p>
Business Permit issued by the city or municipality where the place of business is located OR the equivalent document for Exclusive Economic Zones or Areas.	<p>Bidders must submit their valid and current Mayor’s Permit.</p> <p>In case of recently expired Mayor’s / Business Permits, said permit shall be submitted together with the official receipt as proof that the Bidder has applied for renewal with the period prescribed by the concerned local government units, provided that the renewed permit shall be submitted as a post-qualification requirement.</p>

Valid and Current Tax Clearance	<p>Chair informed Bidders that PITC does not accept any provisional Tax Clearance, renewal certificate or claim stub because the GPPB has already issued a ruling that only the Tax Clearance itself is acceptable.</p> <p>Chair advised Bidders to only transact with legitimate employees of BIR.</p> <p>Chair mentioned that Tax Clearance can now be issued by the Revenue Regional Office of the BIR just ensure that there are no tax liabilities.</p>
Audited Financial Statements for 2018 and 2017	Submission will be the 2018-2017 Audited Financial Statements comprising of: Independent Auditor's Report, Balance Sheet and Income Statements, all page of which must have the stamp "Received" by the BIR.
Valid and Current PhilGEPS Certificate of Registration and Membership (Platinum Registration).	<p>If a Bidder is already a PhilGEPS Platinum Member they can submit the Platinum Membership Certificate together with the Annex "A". The Platinum Membership will substitute for the four (4) eligibility documents enumerated earlier.</p> <p>However, if any of the documents listed in Annex I-A of the certificate has expired Bidders must submit the valid and current one.</p> <p>Chair emphasized that any documents that have expired, the valid and current document together with the PhilGEPS Certificate must be submitted.</p>
Annex I Statement of all Ongoing government and private contracts including contracts awarded but not yet started	<p>Chair's instructions to the Bidders with respect to this document is:</p> <ul style="list-style-type: none"> • Form Annex I is already provided in the Bidding Documents, The Bidders have to use Annex I; • Bidders to provide the information called for; • Additional sheets can be used for as long as the authorized representative sign the last page.
Annex I-A Statement of Single Largest Contract of similar nature within last five (5) years amounting to at least fifty percent (50%) of the ABC of the item being bid.	<ul style="list-style-type: none"> • A form is again provided; • Bidders to supply the data or information required in the form and to attach any of the following documents: <ol style="list-style-type: none"> 1. Copy of Official Receipt; 2. End User's Acceptance 3. Sales Invoice together with Collection Receipt (They go together)
Annex II Net Financial Contracting Capacity (NFCC)	<p><u>For NFCC</u></p> <p>A form is provided for as Annex II;</p> <p>As the sample form was flashed on the screen, Chair's instructions is for the Bidders to supply the necessary details as required. A formula is already provided for the Bidder to come up with the NFCC.</p> <p>The NFCC must be at least be equal to the ABC of the project.</p>

<p>Annex II-A Committed Line of Credit (CLC)</p>	<p><u>For CLC</u></p> <p>In case Bidders does not want to submit the NFCC, they have an option to submit Committed Line of Credit, issued by a local commercial/Universal Bank.</p> <p>A sample form is provided for as Annex II-A.</p> <p>Chair reminded the Bidders that the Committee does not accept any CLC issued by a Rural Bank or Savings Bank.</p>
<p>Annex III Class "B" Document: (For Joint Venture)</p>	<p>Since Bidders will not enter into a Joint Venture, Chair did not discuss the details.</p>

<u>Technical Documents</u>	<u>Chair 's Instructions</u>
<p>Annex IV Bid Security</p>	<p>Chair enumerated the types of Bid Security acceptable to PITC. These are:</p> <p style="text-align: center;">Bid Securing Declaration.</p> <ul style="list-style-type: none"> • A form is provided for as Annex IV. <p>Bidders should use the form provided by PITC because it is complete in contents.</p> <p>In order not to miss out on anything, Chair advised Bidders to photocopy the form or scan it, and then have the authorized representative sign the form and submit it notarized.</p> <p>The other forms of Bid Security are:</p> <ul style="list-style-type: none"> • Cash or Manager's Check issued by the local commercial/universal bank equivalent to at least 2% of the ABC; • A Bank Draft / Bank Guaranty or Letter of Credit issued by a local commercial/universal bank equivalent to 2% of the ABC. Issued by a local commercial or Universal Bank. • Surety Bond issued by a bonding company authorized by the Insurance Commission. <p>In case Bidders will opt for a Surety Bond, The Bidders has to submit a Certification from the Insurance Commission that the bonding company is authorized to issue Surety Bond. In addition to this, the Surety Bond should contain all the 14 grounds for the forfeiture of the Bid Security and it be written on Bond Itself.</p>

	Are you referring to the coverage and bandwidth?
40 Mbps ang required na bandwidth ang nakalagay sa TBF, pero sa page 91 wala naman pong 40 Mbps and ano po bang susundin namin?	
	BOC: We will issue a Supplemental Bid Bulletin. We adjusted the bandwidth due to the evolving technologies. Chair: Can we include that in the Amended Bidding Documents? BOC: Yes Ma'am.
Then on Item No. 5, on page 70. 5x BOC Large Port Layer 3 switch but on page 91 dalawa lang po yung large.	
	BOC: We will issue a Supplemental Bid Bulletin.
	Anything else?
For the access controller, is it just delivery or installation?	
	BOC: That will be just delivery.
Do you have the address for the DSL sites?	
	BOC: This is a Broadband. Its wireless. The address doesn't matter.
Regarding the wireless controller? on page 71, PoE po talaga ang required (BOC interrupted and replied)	
	BOC: The required is PoE because this will be used for wireless access points.
Regarding on page 38, Certificate of Performance Evaluation. We need 3 Certificates, one is SLCC for DICT, kailangan po ba SLCC po siya?	
	If DICT is your SLCC that will it count as one, then you need to get to others clients.
For the DICT, should we really need to submit a performance evaluation coming from the DICT?	
	Yes.
We don't have a project from the DICT yet?	
	Can you the write to the BAC Ma'am? So we will discuss the matter to BOC. Address it to the BAC Chair. Details is found on page 32. ITB Clause 10.1. Please be reminded that we will deleting the gmail address and we will issue a Bid Bulletin.
For the forms Ma'am regarding the Certificate of Performance Evaluation. Those our project mayroon na kaming satisfactory on a different form. Can we use the form that was given to us doon sa sinasabi ninyo?	
	Kasi dun sa forms namin we have certain parameters na dapat doon kayo na-evaluate. Pwede niyong gamitin provided this parameters are also in the form that was given you. But the Certificate of Performance Evaluation is in the last 5 years, Chair instructed the TWG to show the form of the Certificate

	Initial delivery will be in head office, kasi you will deploy on the site din eh. For acceptance and configuration it will be practical to have those equipment in the head office. The second activity is the activation of line, you have to visit that work. This is not a bulky equipment which you can bring the equipment.
	Bidders should write all their queries/concerns on or before August 30 2019, which may be sent through email or fax. The BAC will reply through a Bid Bulletin which will be posted in the PhilGEPS and PITC website because whatever you raised verbally here and the way I explained also verbally is not official until you put it in writing and all answers to your concerns will be through a Bid Bulletin which will be posted in PhilGEPS and PITC website (www.pitc.gov.ph).
	Note: Maximum size of email with attachment is six (6) mb only.
	Any questions?
None, Ma'am. Thank you.	
	Review your documents well. Thank you and good luck!

OTHER MATTERS:

- Bidders were advised that any changes in the documents the Committee will issue a Bid-Bulletin and Bidders have to use the revised forms which will be put in the Bid-Bulletin.
- Chair reminded that if in case you decided to join in this project, please pay for the Bidding Documents way ahead the Bid opening date (September 11, 2019, 1:00 P.M) because the BAC Secretariat will not accept late bids.

Adjourned at 3:00 P.M.

MINUTES TAKEN BY:


MA. VERONICA A. MORALES
 Head, BAC-I Secretariat
 KDC

APPROVED BY:


CHRISTABELLE P. EBRIEGA
 Chairperson, BAC-I



ATTENDANCE SHEET

PRE-BID CONFERENCE (Bid Ref. No. GPG-B1-2019-237)

SUPPLY AND DELIVERY OF MANAGED NETWORK BACKHAUL FOR BUREAU OF CUSTOMS

14 August 2019, 2:00 P.M., 5/F Conference Room, Philippine International Trading Corporation (PITC)

NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

BIDS AND AWARDS COMMITTEE (BAC) I - GOVERNMENT PROCUREMENT GROUP PROJECT

Regular Members

- | Regular Members | Gender | Signature |
|-----------------------------------------------|--------|-----------------------------------------------|
| 1) Christabelle P. Ebrlega | F | (Chairperson) |
| 2) Atty. Ma. Gudela C. Guese | F | (Vice-Chairperson & Supvg. BAC I Secretariat) |
| 3) Myra Chitella T. Alvarez | F | (Member) |
| 4) David A. Inocencio | M | (Member) |
| 5) Joel S. Rodriguez | M | (Member) |
| 6) Irene G. Alayon | F | (Alternate Member) |
| 7) Vivian E. Monsanto | F | (Alternate Member) |
| 8) OIC Deputy Commissioner Donato B. San Juan | M | (Provisional Member) |
| 9) Mgen Job S. Yucoco (Ret.) | M | (Alt. Prov. Member) |

End-Users

- | | | |
|--------------------------------|---|---------------------------|
| 1) Patrick Errol C. Espallardo | M | TWG Representative |
| 2) Raquel G. De Jesus | F | TWG Representative (Alt.) |
| 3) <u>DOMITRAN SOLIANO</u> | | |
| 4) <u>Vladimir Ortiz</u> | | |
| 5) _____ | | |
| 6) _____ | | |

Account Officer

- | | | |
|-----------------------|---|--|
| 1) Jinky C. Apollinar | F | |
| 2) _____ | | |

Technical Working Group

- | Technical Working Group | Gender | Signature |
|-------------------------------|--------|--------------------|
| 1) Elena E. Romero | F | (Team Coordinator) |
| 2) Katrina B. Alba | F | (Member) |
| 3) Jinky C. Apollinar | F | (Member) |
| 4) Rhonell O. Bautista | M | (Member) |
| 5) Maria Victoria S. Castillo | F | (Member) |
| 6) Jacky C. Crispino | M | (Member) |
| 7) Erika April C. Guycoa | F | (Member) |
| 8) Kriss Ann S. Hizon | F | (Member) |
| 9) Fe B. Irena | F | (Member) |
| 10) Maria Eda I. Mantingat | F | (Member) |
| 11) Verma Liza DV. Maramot | F | (Member) |
| 12) Gel Cyrell Y. Tallada | F | (Member) |

Secretariat

- | | | |
|----------------------------|---|----------|
| 1) Ma Veronica A. Morales | F | (Head) |
| 2) Jane C. Arcilla | F | (Member) |
| 3) Ana DG. Asprec | F | (Member) |
| 4) Ma Teresa S. Elima | F | (Member) |
| 5) Mirasol S. Ninobia | F | (Member) |
| 6) Ma. Irissa G. Ordillano | F | (Member) |

Observers

- | | | |
|----------|--|--|
| 1) _____ | | |
| 2) _____ | | |

(COA)



Bids and Awards Committee (BAC 1)

ATTENDANCE SHEET : PROSPECTIVE BIDDERS

PRE-BID CONFERENCE

(Who Have Not Yet Bought Bid Docs as of Pre-Bid)

Name of Project

: SUPPLY AND DELIVERY OF MANAGED NETWORK BACKHAUL FOR BUREAU OF CUSTOMS

Bid Reference No.

: GPG-B1-2019-237

Time / Date & Venue

: 14 August 2019, 2:00 P.M., 5th Floor Conference Room, PHILIPPINE INTERNATIONAL TRADING CORPORATION (PITC)

NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

PLEASE PRINT LEGIBLY

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 For Company Personnel
 • Valid Company ID with picture and signature
 For Individuals (Not representing any Company)
 • Any valid government-issued ID with picture and signature

ID No.	PRINTED NAMES OF REPRESENTATIVE	GENDER	COMPLETE COMPANY NAME / ADDRESS	CONTACT NOS.	E-MAIL ADDRESS	LOT NO./S	TIME-IN	BIDDERS SIGNATURE
1	Maria Eliza S. Austria	F	idm Research Inc. 10th corner point Bldg. Julia Vargas Hk. Cor. General Rd., Ortigas Center, Pasig	910 5018	caustria@idmresearch.net		1:14 PM	<i>[Signature]</i>
2	AL MC. DONALD L. CANNON BML MACHINERY (PORCARAY)	M	4th floor-823 computer B. Davao Ave. 4th floor MACHINERY PH-516 CRY	09228975512 9279511030	ocannon@bml-cs.com.ph		1:32 1:32	<i>[Signature]</i>
3	ARHABD GONZALEZ MAYO GROUP MICAL	M	1355 BATAVIA DRIVE, PHILADELPHIA ST. SPRINGFIELD, CHIL JUAN DEL CRY	09455241031 739 0912	arhabd@batavia.com.ph		1:40 PM	<i>[Signature]</i>
4	COUS, ZHANKI SHERMAN	M	BLAUVEL TECHNOLOGIES PHILS INC F22, W 6th Ave. Building, 32nd St., CR. 5th Ave. BGC	09171734699 09833297171	tan.zhang@coustechnology.com zhanki@coustechnology.com		1:40 PM	<i>[Signature]</i>
5	Khoriz Valdez Madel Jose Pascual DENNIS ROQUE X	F M M	INDOOR COMMUNICATIONS, INC. The Globe Tower, BGC, Taguig Trendal Pasig	09181802229 0117 680 3457 0118821171	kgvaldez@indoortel.com.ph mj.pascual@indoortel.com.ph d.roque@indoortel.com.ph		1:50 1:50	<i>[Signature]</i>



Bids and Awards Committee (BAC 1)

ATTENDANCE SHEET : PROSPECTIVE BIDDERS

PRE-BID CONFERENCE

(Who Have Not Yet Bought Bid Docs as of Pre-Bid)

Name of Project

SUPPLY AND DELIVERY OF MANAGED NETWORK BACKHAUL FOR BUREAU OF CUSTOMS

Bid Reference No.

GP-G-B1-2019-237

Time / Date & Venue

14 August 2019, 2:00 P.M., 5th Floor Conference Room, PHILIPPINE INTERNATIONAL TRADING CORPORATION (PITC)

NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

PLEASE PRINT LEGIBLY

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 • Valid Company ID with picture and signature
 For Individuals (Not representing any Company)
 • Any valid government-issued ID with picture and signature

ID No.	PRINTED NAMES OF REPRESENTATIVE	GENDER	COMPLETE COMPANY NAME / ADDRESS	CONTACT NOS.	E-MAIL ADDRESS	LOT NO./s	TIME-IN	BIDDERS SIGNATURE
6	Meg Gregorio	F	Calantha Technology Inc. Rizal Drive, Pasig	0945373	meggregorio@calantha.com	148	1:55	<i>[Signature]</i>
	Mark Mearns		COCUMBIT TECHNOLOGIES INC	5240393	MARKM@COCUMBIT.COM	147	1:55	<i>[Signature]</i>
	STELLA VENTERS	F	34th Floor PCCO Plaza Tower II, MAKATI CITY		stella.venters@ipc-ph.com		2:28	<i>[Signature]</i>
	MANNY FORDO	M	IP CONTACT CENTER SERRALLES, INC.		emmanuel.fordo@ipc-ph.com		2:28	<i>[Signature]</i>