



BIDS AND AWARDS COMMITTEE
(A.O. 07-02, Series of 2020)

**Summary of the Meeting: Pre Bid Conference for the Procurement of Supply,
Installation, Commissioning and Testing of Internet Services
(1-lot Direct and 1-lot Back up) FY 2021
December 3, 2020 via Zoom Platform**

Procurement Project	Procurement of Supply, Installation, Commissioning and Testing of Internet Services (1-lot Direct and 1-lot Back up) FY 2021
Meeting Started	10:30am
Bidders who attended	Ms. Renalyn Legazpi from Wifi City Inc. Mr. Mac Macabebe from PLDT Inc.
Observer	
BAC Present	BAC Member/s: <ul style="list-style-type: none">• LA Leila T. Laureta-Agustin• LA Raisa P. Disomangcop• LA Anna Richie U. Morales-Malinao• LA Maria Regina L. Castillo• LA Vilma Maria S. Plan-Barrera BAC-TWG: <ul style="list-style-type: none">• LA Mylene Joy S. Parras• Atty. Tarcila B. Nepomuceno-Banda• Atty. Eduardo G. Cerezo• Ms. Daisee A. Tismo BAC-Secretariat: <ul style="list-style-type: none">• Atty. Rachel Ann Katrina P. Abad-Fabe

	<ul style="list-style-type: none"> • Ms. Rachelle T. Peñaranda • Ms. Alna E. Samontañez • Ms. Jennifer D. Canoy <p>END-USER/S:</p> <ul style="list-style-type: none"> • Dir. Elvira F. Cruz • Atty. Joseph Anthony F. Tolentino • Mr. Christian Ericson B. Soriano
<p>Schedule of succeeding procurement activities</p>	<p>Deadline for the Submission of Clarifications and Questions: December 9, 2020</p> <p>Deadline of Submission of Bids: December 15, 2020 1:00pm</p> <p>Opening and Evaluation of Bids: December 16, 2020 10:00 am</p>
<p>Details about the Project</p>	<p>ABC: Php 2,000,000.00 2 lot project 1st Lot Direct Internet: Php 1,800,000.00 2nd Lot Back up Internet: Php 200,000.00 Duration: 1 year</p>
<p>Instructions to Bidders</p>	<p>1. Bidding Requirement: Eligible bidders must have similar contracts involving Internet Services for the last 5 years.</p> <p>Proof shall be required. Hence, submission of contracts shall be submitted together with the Single Largest Contract of the bidder. Preferably 1 contract per year with ABC equal to or higher than our ABC. (5 contracts)</p> <p>2. Subcontracting shall not be allowed.</p>

3. Questions and Clarifications

must be emailed to the BAC Secretariat on or before December 9, 2020. Answers will be sent in writing through email.

4. All clarifications and amendments if any, shall be in writing and will be posted in the PhilGEPS portal at least 10 days before the deadline of submission of bids (December 15, 2020)

5. Eligibility and Technical Component as well as the Financial Component were discussed. All documents in the checklist shall be strictly required. Non-submission of any documents shall be a ground to disqualify a bidder.

6. Manner of Submitting the Bid

a. Bidders shall be required to submit their bid manually and electronically.

b. **Manual Submission:** 1 original Main Envelope and 6 copies. Per main envelope shall contain the Technical Document Envelope and Financial Document Envelope. All 7 main envelope must be properly sealed separately.

c. **Electronic Submission:** Soft copies of the contents of the main envelope must be email to the BAC Secretariat in encrypted form. Password shall be given by the duly authorized representative during the scheduled opening of bids.

7. Evaluation of Bids.

This procurement is considered as one

	<p>Project having several items, which shall be awarded as separate contracts per item (lot).</p> <p>No Bidder shall be awarded with both contracts.</p> <p>Bidder (per lot) will be declared as one who submitted the lowest calculated bid when the bidder submit an offer equal to or lower than the ABC.</p> <p>8. Post Qualification. TWG shall conduct an ocular inspection at the business address.</p>
Special Condition of the Contract	<p>Payments shall be made on a monthly basis upon issuance of Certificate of Inspection.</p> <p>The Service Provider's request(s) for payment shall be made to the Procuring Entity in writing, accompanied by an invoice describing, as appropriate, the services performed.</p>
Technical Specifications	(TOR was presented)
Question Raised by bidders	No questions from the bidder. They reserved to submitted their queries in writing and will be emailed to BAC Secretariat
Other important reminders to bidders:	Other queries can still be submitted electronically through the BAC Secretariat.
Meeting Ended	11:30am

Prepared by:


RACHELLE T. PEÑARANDA
Member, BAC Secretariat

Noted by:


ATTY. RACHEL ANN KATRINA P. ABAD-FABE
Head, BAC Secretariat