PHILIPPINE COMPETITION COMMISSION
Ensuring businesses compete and consumers benefit

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**PCC BIDS AND AWARDS COMMITTEE (PBAC)**

**Minutes of Pre-Bidding Conference**

**"Supply and Delivery of Brand-New All-in-One Tank Printer with Scanner"**

Date: 19 September 2024; 1:30 PM
PBAC Room, 9/F Tower 1, Vertis North Corporate Center, North Avenue, Quezon City

Present:

**PBAC Members**

| | |
|---|---|
| 1. Chairperson | Dir. Jeson Q. de la Torre |
| 2. Vice Chairperson | Atty. Joseph Melvin B. Basas |
| 3. Regular Member | Atty. Christian Loren B. De Los Santos |
| 4. Regular Member | Atty. Katrina Margarita D. Lopez |
| 5. Regular Member | Joseph D. Bernat |
| 6. Regular Member | Acting Dir. Kirsten J. Dela Cruz |
| 7. Provisional Member | Allan Roy D. Mordeno |

**PBAC Secretariat**

| | |
|---|---|
| 1. Head Secretariat | Rommel R. Oira |
| 2. Assistant Head Secretariat | Ma. Celeste S. Dizon |
| 3. Member | Mark Jayson R. Fajutnao |
| 4. Member | Isabelo Miguel V. Abano |
| 5. Member | Jonalyn F. Funa |
| 6. Member | Ralph Riel N. Garica |
| 7. Member | Diana Lee B. Gavino |
| 8. Member | Meonel B. Nunez |
| 9. Member | Marlon H. Javier |
| 10. Member | Alleah Jeane R. Rebanal |
| 11. Member | Hanna Grace S. Verches |

**End-user**

| | |
|---|---|
| 1. End-user Representative (ICTD) | Alvin U. Bosque |
| | Mark Justin F. Sta. Ana |

**Bidders**

| | |
|---|---|
| 1. 16/35mm Production Supply | Vianna Jean D. Elman |
| 2. E-Partners Solutions, Inc. | Analy Zarate |
| 3. Gakken Philippines, Inc. | Danica Bueno |
| 4. Idenico Computer Corp. | Rizalyn Dela Cruz |
| 5. Integrated Computer Systems, Inc | Chiqui Cardenas |
| 6. Matco Computer Center | Mj Santos |
| 7. Matco Computer Center | Rose Ann Reyes |
| 8. Multibiz International Corporation | Joery Grajo |
| 9. Otus, Inc. | Rovelyn Natividad |
| 10. Otus, Inc. | Johnley Calot |
| 11. Quartz Business Productions Corp | Keith Viray |

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## I. Call to Order

The PBAC Chairperson called the meeting to order at 1:30 PM for the **Supply and Delivery of Brand-New All-in-One Tank Printer with Scanner.**

| Discussion | Recommendations/ Agreements |
|---|---|
| **A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)**<br><br>• The PBAC Secretariat presented and discussed the Technical and Financial Forms, while the Technical Specifications was presented and discussed by the Head of the Technical Working Group. | |
| **B. Project Requirements & Technical Specifications / Terms of Reference**<br><br>• All Prospective bidders confirmed that they were able to review the Technical Specifications, and the project requirements as advertised.<br><br>**C. Approved Budget for the Contract (ABC)**<br><br>• The ABC for this project is PhP1,250,000.00.<br><br>**D. Date/ Time for the Submission and Opening of Bids**<br><br>• Deadline for Submission: 02 October 2024,12:00 NN<br>• Opening of Bids: 02 October 2024, 1:30 PM | |

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| Discussion | Recommendation/ Agreements |
|---|---|
| **E. Question and Answer**<br><br>**Integrated Computer Systems, Inc. - Chiqui Cardenas**<br>Ms. Cardenas clarified the following:<br>- What is the lead time for the delivery of the printers?<br>  - Mr. Bosque confirmed that the delivery period is between 30 to 60 days as specified in the Technical Specifications.<br>- How many copies of the bids do we need to prepare?<br>  - The PBAC confirmed that they must submit one (1) original and two (2) copies of their bid proposal.<br>- Do we need to attach supporting documents to the List of Ongoing projects?<br>  - The PBAC confirmed that supporting documents are not required, however, it will be validated during post qualification. As stated in the Omnibus Sworn Statement of the GPPB, each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct. Falsification of documents will be penalized.<br>- In accomplishing the Single Largest Completed Contract (SLCC) form, do we need to attach the award documents including the Certificate of Satisfactory Services Rendered (CSSR)? If we cannot provide the CSSR, is the delivery receipt sufficient?<br>  - Mr. Bosque confirmed that the CSSR is required to determine that the supplier was able to complete the project.<br><br>**Quartz Business Productions Corp – Keith Viray**<br>Ms. Viray mentioned that the maximum paper size requirement as stated in the Technical Specifications is "Up to 215.9mm x 6,000mm". She clarified it is acceptable if they will offer 339mm.<br><br>Mr. Bosque confirmed that it is acceptable.<br><br>**Idenico Computer Corp. – Rizalyn Dela Cruz**<br>Ms. Dela Cruz requested if the delivery period can be adjusted up to 90 days. She explained that Epson delivers limited stocks. She also asked if the PCC will accept partial delivery.<br><br>The PBAC asked who among the prospective suppliers cannot meet the delivery period. Hearing none, the PBAC confirmed that all suppliers are capable of delivering within the 60-day delivery | • The PBAC will issue a bid bulletin on how to comply with the Technical Specifications. The Bid Opening will proceed on 02 October 2024, 01:30PM |

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| Discussion | Recommendation/ Agreements |
|---|---|
| period. Also, partial delivery is accepted as long as it is within the delivery period.<br><br>**Gakken Philippines, Inc. – Danica Bueno**<br>Ms. Bueno asked if "Supply and Delivery of Printers" is acceptable as their SLCC submission. Also, she suggested that if they can add to their submission copies of the (1) certificate of project authenticity from the manufacturer addressed to the PCC and (2) authorized distributorship. This is to ensure that the items to be delivered are brand new and the supplier is the authorized distributor and can supply after-sales.<br><br>Mr. Bosque confirmed that as long as it is related to printing, it will be accepted.<br><br>**16/35mm Production Supply – Vianna Elman**<br>Ms. Elman clarified the following:<br>- Will the PCC accept extension requests if the items cannot be delivered within the period?<br>  - The PBAC confirmed that liquidated damages will be applied as stated in the Technical Specifications.<br>- How do we comply with the Technical Specifications?<br>  - Mr. Bosque confirmed that a form will be released through issuance of a bid bulletin<br><br>Mr. Bosque reminded the bidders to read the Technical Specifications carefully and take note of the following when reviewing the specifications:<br>- "At least" – Minimum Requirement<br>- "Up to" – You can go beyond what is required<br>- "Not more than" – You cannot go beyond with what was stated in the Technical Specifications | |

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## II. Adjournment

There being no other matters to discuss, the pre-bid conference was adjourned at 2:00 PM.

Prepared by:

[confidential]

**ISABELO MIGUEL V. ABANO**
PBAC Secretariat Member

Approved by:

[confidential]

**DIR. JESON Q. DE LA TORRE**
PBAC Chairperson

[confidential]