PHILIPPINE COMPETITION COMMISSION
Ensuring businesses compete and consumers benefit

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PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Conference

"Procurement of Service Provider for Individual and Household Focus Group Discussions for the Analysis of PCC Cases and Other Research Initiatives"

Date: 13 June 2023; 2:30 PM
PCC Board Room, 25/F Tower 1, Vertis North Corporate Center, North Avenue, Quezon City

Present:

PBAC Members

1.	Chairperson	Atty. Joseph Melvin B. Basas
2.	Vice Chairperson	Dir. Jeson Q. de la Torre
3.	Regular Member	Allan Roy D. Mordeno
4.	Regular Member	Atty. Michelle Diana P. Maniwang-Basa
5.	Regular Member	Atty. Marco Carlo S. Sana
6.	Provisional Member/End-user	Dir. Benjamin E. Radoc, Jr.

PBAC Secretariat

1.	Head	Rommel R. Oira
2.	Asst. Head	Ma. Celeste S. Dizon
3.	Member	Mark Jayson R. Fajutnao
4.	Member	Isabelo Miguel V. Abano
5.	Member	Raven Rein R. Villanueva
6.	Member	Jonalyn F. Funa
7.	Member	Zico Simeone D. Morales
8.	Member	Ralph Riel N. Garica
9.	Member	Chrislyn Joy P. Sioson
10.	Member	Marlon H. Javier
11.	Member	Via Romina Sofia V. Velasco
12.	Member	Dionne Selly B. Chaokas

Bidders

1.	End User Representative	Gwyneth Mae R. Ramos

Bidders

1.	Philippine Survey and Research Center (PSRC)	Luyene Gan Wenona Ico John Joshua Macapia
2.	The All-Asian Centre for Enterprise Development, Inc.	James Iliscupidez
3.	Asian Social Project Services, Inc.	Noemi Quilloy

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I. Call to Order

The PBAC Chairperson called the meeting to order at 2:30 PM for the **Procurement of Service Provider for Individual and Household Focus Group Discussions for the Analysis of PCC Cases and Other Research Initiatives.**

Discussion	Recommendations/ Agreements
A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.) • The PBAC Secretariat presented and discussed the Technical and Financial Forms, while the Terms of Reference was presented and discussed by the Head of the Technical Working Group.	
B. Project Requirements & Technical Specifications / Terms of Reference • The End-user confirmed if the shortlisted consultants were able to review the Terms of Reference as advertised. • Shortlisted consultants confirmed that they reviewed the Terms of Reference. **C. Approved Budget for the Contract (ABC)** • The ABC for this project is PhP2,000,000.00. **D. Date/ Time for the Submission and Opening of Bids** • Deadline for Submission: 30 June 2023, 12:00 NN • Opening of Bids: 30 June 2023, 2:30 PM	

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Discussion	Recommendation/ Agreements
E. Question and Answer PSRC Consultants ***Scope of Work:*** Ms. Gan of PSRC asked for confirmation if they need to provide costs for all the methodologies stated in Annex A or they can select those that are feasible to be conducted given the objectives. Ms. Ramos, End-user, answered that they prefer estimates for all the means of contact and areas provided. Also, the consultants should specify in Annex A whether they can deliver the mode of contact for the specified number of participants. Ms. Gan asked confirmation that Annex A has different methodologies and areas. Given that there are different methodologies and areas, , what should be reflected in the Financial Proposal. Ms. Ramos clarified that it would be best if PSRC reflect a final breakdown based on average cost of what methodology is most feasible including the cost per task order. • The PBAC reiterated to the bidders that the bid submission will proceed on 30 June 2023 as scheduled.	• All queries were clarified. Thus, there is no need to issue a bid bulletin.

II. Adjournment

There being no other matters to discuss, the pre-bid conference was adjourned at 2:40 PM.

Prepared by:

[redacted]

RAVEN REIN R. VILLANUEVA
PBAC Secretariat Member

Approved by:

[redacted]

ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

[redacted]

Signature

Email: rroira@phcc.gov.ph