



Republic of the Philippines  
**ENERGY  
REGULATORY  
COMMISSION**

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**BIDS AND AWARDS COMMITTEE (BAC)  
MINUTES OF MEETING**

**27 November 2020 (Friday) 11:00 A.M.**

Through Videoconferencing via MS Teams

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTFiM2ZiYzgtYTZlNi00MDRkLWlxNzctNmFkYW00WZmNjk4%40thread.v2/0?context=%7b%22Tid%22%3a%220f0dac9f-433c-41ba-9f57-42be6fe671a9%22%2c%22Oid%22%3a%22638c224b-aae0-4a1f-95d8-6b417df5646d%22%7d)

[join/19%3ameeting\\_OTFiM2ZiYzgtYTZlNi00MDRkLWlxNzctNmFkYW00WZmNjk4%40thread.v2/0?](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTFiM2ZiYzgtYTZlNi00MDRkLWlxNzctNmFkYW00WZmNjk4%40thread.v2/0?context=%7b%22Tid%22%3a%220f0dac9f-433c-41ba-9f57-42be6fe671a9%22%2c%22Oid%22%3a%22638c224b-aae0-4a1f-95d8-6b417df5646d%22%7d)

[context=%7b%22Tid%22%3a%220f0dac9f-433c-41ba-9f57-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTFiM2ZiYzgtYTZlNi00MDRkLWlxNzctNmFkYW00WZmNjk4%40thread.v2/0?context=%7b%22Tid%22%3a%220f0dac9f-433c-41ba-9f57-42be6fe671a9%22%2c%22Oid%22%3a%22638c224b-aae0-4a1f-95d8-6b417df5646d%22%7d)

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Subject Matter : Pre-Bid Conference  
Project : *Portable Power Quality Analyzer*  
Mode of Procurement : Competitive Bidding  
Reference No. : Lot No. 2020-44

Attendees:

1. BAC Members, Technical Working Group, and BAC Secretariat:

<b>Name</b>	<b>Position</b>
Heiddi Venecia R. Barrozo	Chairperson, BAC
Marina C. Bugayong	Member, BAC
August Anthony N. Balute	Member, BAC
Jean Astrid C. Francisco	Vice-Chairperson (AM), TWG
Ferdinand A. Salviejo	Member, TWG
Arjay Louie Eu B. Cuanan	Chairperson, BAC Secretariat
Marie Alexis Denise S. Gayon	Vice-Chairperson (CB), BAC Secretariat
Kio Paulo H. San Andres	BAC Support
Lovelyn M. Alegre	BAC Support
Rosaly T. Flores	BAC Support

2. End-User:

<b>Name</b>	<b>Position</b>
Isidro Madrid	Engineer (III) Consumer Affairs Service (CAS)
Ray I. Biona	Engineer (III) Consumer Affairs Service (CAS)

## **I. Call to Order**

The Pre-Bid Conference for the *Procurement of Portable Quality Analyzer* with an Approved Budget for the Contract (ABC) of One Million Five Hundred Thousand Pesos (PhP1,500,000.00), was called to order at eight minutes past eleven o'clock in the morning (11:08 A.M.) through videoconferencing via MS Teams, with BAC Chairperson Heiddi Venecia R. Barrozo as the presiding officer.

## **II. Determination of Quorum**

The BAC Secretariat Chairperson, Atty. Arjay Louie Eu B. Cuanan, confirmed the presence of a quorum with the attendance of BAC Chairperson Barrozo, and BAC Members Dr. August Anthony N. Balute and Atty. Marina C. Bugayong.

After having established the required quorum, BAC Secretariat Chairperson Cuanan likewise acknowledged the presence of the Technical Working Group (TWG), BAC Secretariat and support staff, as well as the representatives from the end-user. Invitations to observe the Pre-Bid Conference were sent to Bishops-Businessmen's Conference for Human Development (BBC), Commission on Audit (COA), Philippine Chamber of Commerce and Industry (PCCI), and Transparency Accountability Network (TAN). However, none of the invited observers attended the pre-bid conference despite such notice.

## **III. Proceedings**

BAC Secretariat Chairperson Cuanan manifested that as of eleven minutes past eleven o'clock in the morning (11:11 A.M.), no prospective bidders attended or manifested their interest to join the scheduled Pre-Bid Conference.

BAC Chairperson Barrozo manifested that the prospective bidders should be given additional five (5) minutes to join the Pre-Bid Conference. Meanwhile, she asked some clarifications to the end-user regarding the project.

## **IV. Question and Answers**

1. BAC Chairperson Barrozo asked the end-user if they have identified prospective bidders for the project procurement. She further asked if the BAC Secretariat has data analytics that could show or identify the prospective bidders who accessed the Invitations to Bid (ITB) as posted in the GPPB and ERC websites.

- Engr. Salviejo from the TWG and a representative from the CAS answered that they identified two (2) prospective bidders which have already provided the same equipment to the Energy Regulatory Commission (ERC) in the previous years.
- BAC Secretariat Chairperson Cuanan manifested that based on the market study conducted and submitted to the BAC Secretariat by the end-user, they identified three (3) prospective bidders, namely: 1) Centrade, 2) Systems Control Instrumentations, Inc. and 3) Tan Delta.
- BAC TWG (CB) Vice Chairperson Amabelle D. Del Rosario answered that the PhilGEPS website has analytics that will show the number of views of the posted ITB, but it is not possible to identify who accessed or viewed said document.
- BAC Secretariat (CB) Vice-Chairperson Atty. Marie Alexis S. Gayon answered that there is a link included in the ITB where the prospective bidders can view and download the bidding documents. She added that the PhilGEPS website is currently not accessible and that the alternative website for posting might not have a “push notifications” feature for prospective bidders.

BAC Chairperson Barrozo confirmed from the BAC Secretariat if there is any prospective bidder who joined the Pre-Bid Conference.

BAC Secretariat Chairperson Cuanan manifested that as of twenty-five minutes past eleven o'clock in the morning (11:25 A.M.), no prospective bidder joined or manifested their intention to join the Pre-Bid Conference.

In view of the foregoing, BAC Member Dr. August Anthony N. Balute moved to adjourn the Pre-Bid Conference.

BAC Member Atty. Marina C. Bugayong seconded the motion.

The deadline for the manual submission of bids at the ERC Main Office is on 11 December 2020.

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**V. Adjournment**

Having no more questions, discussions, and clarifications, the meeting was adjourned at twenty-six minutes past eleven o'clock in the morning (11:26 A.M.).

**Approved By:**

**HEIDDI VENECIA R. BARROZO**  
*BAC Chairperson*

(TOOK NO PART)  
**SHARON O. MONTAÑER**  
*BAC Vice-Chairperson*

**MARINA C. BUGAYONG**  
*BAC Member*

**AUGUST ANTHONY N. BALUTE**  
*BAC Member*

(TOOK NO PART)  
**JOSE ROMULO L. CASTRO †**  
*BAC Member*

**ATTESTED BY:**



**ARJAY LOUIE EU B. CUANAN**  
*Chairperson, BAC Secretariat*