



Republic of the Philippines
**ENERGY
REGULATORY
COMMISSION**

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

03 November 2020 (Tuesday) 11:00 A.M.

Through Videoconferencing via MS Teams

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmRINmVhNzEtZDg4Zi00N2JmLWE2MGItY2YwMTY5YzAwZmVi%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_ZmRINmVhNzEtZDg4Zi00N2JmLWE2MGItY2YwMTY5YzAwZmVi%40thread.v2/0](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmRINmVhNzEtZDg4Zi00N2JmLWE2MGItY2YwMTY5YzAwZmVi%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_ZmRINmVhNzEtZDg4Zi00N2JmLWE2MGItY2YwMTY5YzAwZmVi%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)

[42be6fe671a9%22%2c%22Oid%22%3a%22638c224b-aae0-4a1f-95d8-6b417df5646d%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmRINmVhNzEtZDg4Zi00N2JmLWE2MGItY2YwMTY5YzAwZmVi%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)

Subject Matter : Pre-Bid Conference
Project : *WiFi Network Infrastructure Upgrade*
Mode of Procurement : Competitive Bidding
Reference No. : Lot No. 2020-27

Attendees:

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

Name	Position
Heiddi Venecia R. Barrozo	Chairperson, BAC
Marina C. Bugayong	Member, BAC
Jose Romulo L. Castro	Member, BAC
Chiara Angela L.B. Blanco	Chairperson, BAC TWG
Amabelle D. Del Rosario	Vice-Chairperson (CB), BAC TWG
Jean Astrid C. Francisco	Vice-Chairperson (AM), BAC TWG
Arjay Louie Eu B. Cuanan	Chairperson, BAC Secretariat
Marie Alexis Denise S. Gayon	Vice-Chairperson (CB), BAC Secretariat
Primabelle S. Gobantes	Member, BAC Secretariat
Kio Paulo H. San Andres	BAC Support
Rosalyn T. Flores	BAC Support

2. End-User:

Name	Position
Teofilo G. Arbalate, Jr.	Information Technology Officer III (PPIS-MSD)
Anna Marie S. Laqui	Computer Maintenance Technologist III (PPIS-MSD)

3. Prospective Bidders:

Name	Company/Organization
Mon Macalintal	Plexus Systems
Jerome Custodio	Synetcom Philippines, Inc.
Eugene Eusores	Synetcom Philippines, Inc.
Karl Benson Bugo	Amigotek Corporation

I. Call to Order

The Pre-Bid Conference for the *Procurement of WiFi Network Infrastructure Upgrade* with an Approved Budget for the Contract (ABC) of Two Million Five Hundred Thousand Pesos (PhP2,500,000.00), 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 Atty. Jose Romulo L. Castro and Atty. Marina C. Bugayong.

After having established the required quorum, the BAC Secretariat Chairperson likewise acknowledged the presence of the BAC Technical Working Group (TWG), BAC Secretariat, BAC Support, as well as the representative from the end-user and the prospective bidder. 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 Chairperson Barrozo asked BAC Secretariat Chairperson Cuanan to show on screen the Terms of Reference (TOR) of the project and briefly went over the salient features thereof such as the a) contract period; b) approved budget for the contract (ABC); c) qualifications of the service provider; c) minimum track record; d) scope of work particularly the activities, detailed

specifications, and other requirements; e) warranty and maintenance; f) payment scheme; and g) the annex “A” attached to the TOR.

IV. Question and Answers

1. Mr. Eugene Eusores from Synetcom Philippines Inc. asked if the current twelve (12) Access Points (AP) will be joined with the new access point and will be managed in the same controller. He also asked if there is a need to add injector switches per floor. Lastly, to give them an idea on how will they estimate the necessary cables to be used and utilized for the project, he asked if the floors have existing medium-density fireboard (MDF).
 - Mr. Teofilo G. Arbalate, Jr. from PPIS answered in the affirmative and further added that that the existing APs have a separate controller.
 - BAC Chairperson clarified from Mr. Arbalate whether the twenty-two (22) additional wireless APs will be managed by the new WIFI controller and the rest will be managed by the old controller. Mr. Arbalate answered in the affirmative.
 - Mr. Arbalate took note of the question regarding the injector switches and requested the BAC to issue the appropriate bid bulletin to answer the question.
 - Mr. Arbalate answered that there are only three (3) floors with MDF, specifically 14th, 16th and 18th floor. He added that there are existing switches per floor.
2. Mr. Karl Benson Bugo from Amigotek Corporation asked whether there is a possibility for the revocation or lowering of the fifteen (15) year experience in providing Wireless Network Solution, as stated on Section V.1 (Qualifications of the Service Provider) of the TOR, to at least five (5) years. He also clarified whether the end-user is referring to the brand that is capable of 15 years of service or more, and not the company who will actually provide the service for the unit.
 - Mr. Teofilo G. Arbalate, Jr. explained that the purpose behind the 15-year experience requirement is for the company to provide continuous support in the technology in case the product is defective, needs immediate service or otherwise obsolete. He cited “3Com” as an example.

- Mr. Arbalate took note of the question regarding the required 15 years of service and requested the BAC to issue the appropriate bid bulletin to answer the question.
3. Mr. Mon Macalintal from Plexus Systems asked on how will they answer and fill-out the “compliance sheet” [Compliance to Technical Specifications] as contained in the Philippine Bidding Documents (PBD). He also asked on the number of copies of eligibility documents to be submitted to the BAC. Lastly, he further asked as to the deadline of submission of questions/clarifications, and the email address where they could submit their questions.
 - The BAC Chairperson answered that they can use the same terms of reference (TOR) and indicate whether they are compliant or not compliant for each of the parts. She added that based on experience, other bidders reproduce the TOR and mark them accordingly.
 - The BAC Chairperson clarified that one (1) original and one (1) copy of the eligibility documents must be submitted.
 - BAC Secretariat Vice-Chairperson (CB) Atty. Marie Alexis Denise S. Gayon flashed on the screen the timeline for the procurement and stated that the deadline for the submission of requests for clarification by the bidders is on 06 November 2020. She stated that the email address of the BAC Secretariat is procurement.erc@gmail.com. She added that the details are likewise indicated on page no. 2 of the Invitation to Bid (ITB).
 4. The BAC TWG Chairperson Atty. Chiara Angela L.B. Blanco asked the BAC if the prospective bidders can already bring with them the original copies of the documents submitted during the bid opening prior to the conduct of bid evaluation.
 - The BAC Chairperson noted that the submission of the original documents and comparison thereof for purposes of evaluation usually applies only for the winning bidder and done during the post-qualification.
 5. Mr. Eugene Eusores from Synetcom Philippines Inc. asked if the conduct of a site inspection is possible.
 - Mr. Arbalate answered in the affirmative provided that they will follow health and safety protocols. He asked the prospective bidders to coordinate with the BAC Secretariat for the schedule.

- The BAC Chairperson further clarified that the prospective bidder may conduct the site inspection between 9:00 A.M. to 4:00 P.M., Monday to Friday.
6. The BAC TWG Chairperson manifested that the statement of compliance is not only limited to the Technical Specifications but also to the other requirements as stated in the TOR.
 - The BAC Chairperson suggested that they reproduce the entire TOR and state their compliance on each and every part thereof.
 7. Mr. Bugo from Amigotek Corporation asked the end-user if they can be provided a blueprint indicating the location of the WiFi access points in case ocular inspection is not possible. He further added whether the said blueprint will be part of the bid bulletin to be issued.
 - Mr. Arbalate answered that there is an existing blueprint; however, the end-user has to discuss further whether it should be made available through a bid bulletin due to security considerations. He also stated that there is a need to revise first the said blueprint specifically for this project to show the locations (“redacted version”). He added that the said blueprint may be presented during the ocular inspection.
 - Mr. Arbalate manifested that the available layout of the current floor plan is not scaled. He also shared on the screen the said blueprint or diagram for reference of the prospective bidders.
 8. Mr. Eusores asked whether the cable run is indicated in the diagram.
 - Mr. Arbalate answered in the affirmative.

The BAC Chairperson reminded the prospective bidders that the deadline for the submission of bids is on 16 November 2020 at nine o’clock in the morning (9:00 A.M.) The bid forms can be downloaded from the GPPB website.

(The remainder of this page was intentionally left blank)

V. Adjournment

Having no more questions, discussions, and clarifications, the meeting was adjourned at fifty minutes past eleven o'clock in the morning (11:50 A.M.).

Approved By:

HEIDDI VENECIA R. BARROZO
BAC Chairperson

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

MARINA C. BUGAYONG
BAC Member

(TOOK NO PART)
AUGUST ANTHONY N. BALUTE
BAC Member

JOSE ROMULO L. CASTRO
BAC Member

ATTESTED BY:


ARJAY LOUIE EU B. CUANAN
Chairperson, BAC Secretariat