



Republic of the Philippines
**ENERGY
REGULATORY
COMMISSION**

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

17 November 2020 (Tuesday) 09:00 A.M.

Through Videoconferencing via MS Teams

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ae19c0c5c1011464e8f73ae576cc7bc02%40thread.tacv2/1604730048052?context=%7b%22Tid%22%3a%2234a3c75d-10fe-482b-9220-04df09540e89%22%2c%22Oid%22%3a%221613a187-8a0f-4778-8f30-c1ed01f12e10%22%7d)

[join/19%3ae19c0c5c1011464e8f73ae576cc7bc02%40thread.tacv2/1604730048052?context=%7b%22Tid%22%3a%2234a3c75d-10fe-482b-9220-04df09540e89%22%2c%22Oid%22%3a%221613a187-8a0f-4778-8f30-c1ed01f12e10%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ae19c0c5c1011464e8f73ae576cc7bc02%40thread.tacv2/1604730048052?context=%7b%22Tid%22%3a%2234a3c75d-10fe-482b-9220-04df09540e89%22%2c%22Oid%22%3a%221613a187-8a0f-4778-8f30-c1ed01f12e10%22%7d)

Subject Matter : Pre-Bid Conference
Project : *Automated Watt-Hour Meter Test Equipment*
Mode of Procurement : Competitive Bidding
Reference No. : Lot No. 2020-29

Attendees:

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

Name	Position
Heiddi Venecia R. Barrozo	Chairperson, BAC
Sharon O. Montañer	Vice-Chairperson, BAC
Marina C. Bugayong	Member, BAC
August Anthony N. Balute	Member, BAC
Chiara Angela L.B. Blanco	Chairperson, TWG
Amabelle D. Del Rosario	Vice-Chairperson (CB), TWG
Ferdinand A. Salviejo	Member, TWG
Kent Fred B. Latorre	Member, TWG
Timothy L. Arce	Member, TWG
Vladimere B. Pulmones	Member, TWG
Arjay Louie Eu B. Cuanan	Chairperson, BAC Secretariat
Marie Alexis Denise S. Gayon	Vice-Chairperson (CB), BAC Secretariat
John Paul J. Sending	Member, BAC Secretariat
Primabelle S. Gobantes	Member, BAC Secretariat
Kio Paulo H. San Andres	BAC Support
Lovelyn M. Alegre	BAC Support

2. End-User:

Name	Position
Ray I. Biona	Engineer III, Consumer Affairs Service (CAS)

3. Prospective Bidders:

Name	Company
Michael Constantino	AGP Trading Inc.
Mark Amarte	AGP Trading Inc.
Edmar L. Ruma	PPI Pazifik Power Inc.
Maria Lizzette Agno	PPI Pazifik Power Inc.

I. Call to Order

The Pre-Bid Conference for the *Procurement of Automated Watt-Hour Meter Test Equipment* with an Approved Budget for the Contract (ABC) of Fourteen Million Pesos (PhP14,000,000.00), was called to order at fifteen minutes past nine o'clock in the morning (09:15 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, BAC Vice-Chairperson Sharon O. Montañer and BAC Members August Anthony N. Balute and Atty. Marina C. Bugayong.

After having established the required quorum, the BAC Secretariat Chairperson likewise acknowledged the presence of the Technical Working Group (TWG), BAC Secretariat, BAC Support, as well as the representatives from the end-user and the prospective bidders. 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), Confederation of Filipino Consulting Organizations, Inc. (COFILCO), 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 Vice-Chairperson Marie Alexis Denise S. Gayon to show on screen the Technical Specifications (SPECS) of the project and briefly went over the salient features thereof such as the following: a) Responsibilities of the winning bidder, b) Schedule of delivery, c) Specifications, and d) Approved Budget for the Contract (ABC). She likewise manifested that the said SPECS is part of the Philippine Bidding Documents (PBD) which is posted on the ERC and GPPB websites.

The BAC Chairperson emphasized that the BAC is specific when it comes to the evaluation of the submitted Statement of Compliance in relation to the parts indicated in the SPECS. She reminded the prospective bidders that in the preparation of the said Statement of Compliance, they should state all the parts and the requirements mentioned in the SPECS as well as their compliance thereof.

IV. Question and Answers

1. Mr. Michael Constantino from AGP Trading Inc. manifested that the subject procurement deals with a special kind of equipment and that the sixty (60) day delivery period contained in the SPECS is insufficient since several tests per component needs to be conducted. He then asked the BAC if they can extend the 60-day period to four (4) to five (5) months.
 - Engr. Ray Biona from CAS answered that the five (5) month period is too long. However, he said that the end-user is open to an extension of up to four (4) months or one hundred twenty (120) days considering the need for the immediate procurement of the said equipment.
2. The BAC Chairperson asked the prospective bidders regarding the specific country where their equipment will be sourced.
 - Mr. Constantino answered that their equipment is a European brand and will be sourced from Germany.
 - Mr. Edmar L. Ruma from PPI Pazifik Power Inc. answered that their equipment will also be sourced from Germany. To further justify the extension of the period for delivery, he explained that the manufacturing of the said equipment usually takes around one hundred twenty (120) days already without accounting for the shipping of the equipment, the necessary customs clearance, and given the pandemic situation.

- After a series of discussions, Engr. Biona reiterated that the delivery period will be **One hundred twenty (120) days**.
3. Mr. Constantino asked if they could offer an equipment with a **40 ~ 480 VAC voltage range (programmable)** as compared to the **20 ~ 500 VAC voltage range (programmable)** indicated in the SPECS. He also asked if they could offer an equipment with an **American National Standards Institute (ANSI) Meter Adapters** compared to the **Bottom-Connected Meter Adapters** indicated in the SPECS. Lastly, he asked for the number of positions/stations required for the test bench.
 - Engr. Biona confirmed the possibility of adopting the said proposal for a 40 ~ 480 VAC (programmable) equipment as well as the ANSI Meter Adapters which likewise has the ability to test both meters.
 - Mr. Biona answered that the requirement for the test bench is only one (1) position/station.
 - Mr. Ferdinand A. Salviejo added that the purpose of the equipment is to calibrate or test all incoming complaint meters, therefore, the end-user does not need multiple positions/stations since the testing is done individually.
 4. Mr. Ruma manifested that their adaptor in their test bench is interchangeable whether International Electrotechnical Commission (IEC) adapter or ANSI adapter. He then confirmed whether the power factor indicated in the SPECS pertains to the Phase Angle. To avoid any confusion in the future, he further manifested that based on the literature of the different brands for this equipment, the Phase Angle is set at $0^{\circ} \sim 359.9^{\circ}$ and the power factor is $-1 +1$.
 - Mr. Biona confirmed that the $0^{\circ} \sim 359.9^{\circ}$ (programmable) pertains to the Phase Angle.
 5. Mr. Constantino asked if they can submit follow-up questions through email.
 - BAC Secretariat Vice-Chairperson (CB) Gayon flashed on the screen the timeline for the procurement and stated that the deadline for the submission of requests for clarification from the bidders is on 20 November 2020 and the deadline of submission of bids is on 01 December 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. 3 of the Invitation to Bid (ITB).

6. The BAC Chairperson reiterated that the Statement of Compliance is not only limited to the technical specifications but also to all other requirements as stated in the SPECS.
7. Mr. Ruma confirmed if the bidder will still be required to submit one (1) original and one (1) copy of the documents. He also asked if they could participate in the opening of bids online.
 - The BAC Chairperson answered in the affirmative.
 - BAC Chairperson Barrozo also said that the prospective bidder has the option to attend and witness the opening of bids either personally or through online. She nevertheless pointed out that the prospective bidders are requested to bring with them the original copies of the documents contained in their bids during the opening for comparison.
8. Mr. Pacia from AGP Trading requested for an additional two (2) weeks as an allowance for the conduct of the training in order for them to make adjustments in case of unforeseen challenges such as travel restrictions and visa applications of their foreign principal brought by the COVID19 pandemic. He added that part of their proposal supposedly to the ERC is that the training will be conducted by their principal. Further, he added that worst case scenario, they will be the one conducting the hands-on training.
 - Mr. Ruma manifested that they can conduct the Hands-on-Training.
 - BAC Chairperson Barrozo asked the end-user whether they are amenable to extending the period and giving allowance for the conduct of the training.
 - Mr. Biona answered that the period provided should be retained and the necessary arrangement may be made thereafter in case of other additional trainings.
 - Mr. Pacia noted the suggestion of Mr. Biona and manifested that just in case their principal will not be able to travel to the Philippines in time for the training, as originally stated in the SPECS, AGP will conduct the local training first and upon lifting of the travel restrictions, their foreign principal will provide additional training.
9. BAC Secretariat Vice-Chairperson Gayon reminded the prospective bidders that as indicated in the Invitation to Bid, the ERC requests that the bidders should bring the original copies of the documents submitted

during the Opening of Bids for comparison purposes and the explained that the said original will not be retained by the ERC.

The BAC Chairperson reminded the prospective bidders that the deadline for the submission of requests for clarification, if any, is on 20 November 2020 and the submission of bids on 01 December 2020 at twelve noon (12:00 P.M.)

V. Adjournment

Having no more questions, discussions, and clarifications, the meeting was adjourned at fifty minutes past nine o'clock in the morning (09:50 A.M.).

Approved By:

HEIDDI VENECIA R. BARROZO
BAC Chairperson

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