



Republic of the Philippines  
**ENERGY  
REGULATORY  
COMMISSION**

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

**05 February 2021 (Friday) 10:00 A.M.**

Through Videoconferencing via MS Teams

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjNhYjczZGEtZTU0YS00MzlmLTljNDktN2RmNzM5NjM5MzM0%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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[42be6fe671a9%22%2c%22Oid%22%3a%22638c224b-aae0-4a1f-95d8-6b417df5646d%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjNhYjczZGEtZTU0YS00MzlmLTljNDktN2RmNzM5NjM5MzM0%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 : *Supply and Delivery of Disinfection Services*  
Mode of Procurement : Competitive Bidding  
Reference No. : Lot No. 2021-03

Attendees:

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

<b>Name</b>	<b>Position</b>
Heiddi Venecia R. Barrozo	Chairperson, BAC
August Anthony N. Balute	Member, BAC
Socorro P. Belostrino	Alternate Member, BAC
Amabelle D. Del Rosario	Vice-Chairperson (CB), TWG
Jean Astrid C. Francisco	Vice-Chairperson (AM), TWG
Timothy L. Arce	Member, TWG
Vladimere B. Pulmones	Member, TWG
Marie Alexis Denise S. Gayon	Vice-Chairperson (CB), BAC Secretariat
John Paul J. Sending	Member, BAC Secretariat
Kio Paulo H. San Andres	BAC Support
Rosalay T. Flores	BAC Support

2. End-User:

<b>Name</b>	<b>Position</b>
Jeric John Ramirez	Administrative Officer III, Finance and Administrative Service – General Service Division (FAS-GSD)

### 3. Prospective Bidders:

<b>Name</b>	<b>Company/Organization</b>
Marianne Claire Marino	Power House Pest Control Services (Power)
Karen Tamalayan	International Sanitization and Protection Suppliers (ISPS) under Philippine Vision Group Inc. (PVG)
Ashley Bennet	International Sanitization and Protection Suppliers (ISPS) under Philippine Vision Group Inc. (PVG)

## **I. Call to Order**

The Pre-Bid Conference for the *Procurement of Supply and Delivery of Disinfection Services*, with an Approved Budget for the Contract (ABC) of One Million Seven Hundred Sixty-Four Thousand Four Hundred Sixty-Six and 67/100 Pesos (Php1,764,466.67), was called to order at fourteen minutes past ten o'clock in the morning (10:14 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 Vice-Chairperson, Atty. Marie Alexis Denise S. Gayon, confirmed the presence of a quorum with the attendance of BAC Chairperson Barrozo, BAC Member August Anthony N. Balute, and BAC Alternate Member Ms. Socorro P. Belostrino.

After having established the required quorum, the BAC Secretariat Vice-Chairperson likewise acknowledged the presence of the Technical Working Group (TWG), BAC Secretariat, support staff, as well as the representatives from the end-user and the prospective bidders.

## **III. Proceedings**

BAC Chairperson Barrozo asked BAC Secretariat Vice-Chairperson Gayon to show on screen the Terms of Reference (TOR) of the project and briefly went over the salient features thereof such as the a) project coverage, b) contract period, c) ABC, d) mode procurement, f) qualifications, g) scope of work, h) duties and responsibilities of the contractor, i) schedule and place of delivery and j) terms of payment.

#### IV. Question and Answers

1. Ms. Marianne Claire Marino from Power House Pest Control Services asked if the 50% requirement for the Single Largest Completed Contract (SLCC) can be adjusted since disinfection services gained popularity only during the pandemic and that their transactions for the prior years were usually on a per session basis and not for the whole year.
  - The BAC Chairperson acknowledged the question and stated that the BAC will issue the necessary bid bulletin on the matter.
2. Mr. Ashley Bennet from International Sanitization and Protection Suppliers (ISPS) under Philippine Vision Group Inc. (PVG) clarified what disinfection standards are they required to meet and whether the solution or disinfectant they have to use must be approved by the Food and Drug Administration of the Philippines (FDA). He then suggested to include in the TOR a requirement that the solution or disinfectant to be supplied is proven effective against COVID-19.
  - Mr. Jeric John Ramirez from Finance and Administrative Service – General Service Division answered that it must at least be FDA-approved.
  - The BAC took note of the suggestion and committed to issue the necessary bid bulletin on the matter.
  - Ms. Marino manifested that there is no disinfectant that is FDA-approved. She added that they are currently using a disinfectant that is still pending approval by the FDA.
  - Mr. Bennet counter-manifested that their company is currently using BIOTAB7 which has already been approved by the Philippine FDA as well as the EPA/USA FDA.

The BAC Chairperson reminded the prospective bidders about the following timeline: a) deadline for the submission of request for clarifications on 08 February 2021; b) deadline for the submission of bids on 19 February 2021 at nine o'clock in the morning (09:00 A.M.); and c) bid opening on the same day at ten o'clock in the morning (10:00 A.M.).

The BAC Chairperson requested the prospective bidders to bring the original copies of the documents during the opening of bids for comparison to expedite the process. She also reminded them to use the updated templates provided for by the GPPB which can be accessed through the latter's website

and that the links are indicated in the PBD. Lastly, she reminded the prospective bidders to comply with the 2004 Notarial Rules of Practice.

## **V. Adjournment**

Having no more questions, discussions, and clarifications, the meeting was adjourned at thirty-two minutes past eleven o'clock in the morning (11:32 A.M.).

**Approved by:**

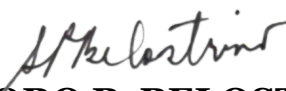
**HEIDDI VENEZIA R. BARROZO**  
*BAC Chairperson*

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


(TOOK NO PART)  
**MARINA C. BUGAYONG**  
*BAC Member*

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

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

  
**SOCCORO P. BELOSTRINO**  
*Alternate BAC Member*

**ATTESTED BY:**

  
**MARIE ALEXIS DENISE S. GAYON**  
*Vice-Chairperson, BAC Secretariat*