



Republic of the Philippines
**ENERGY
REGULATORY
COMMISSION**

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

05 March 2021 (Friday) 10:00 A.M.

Through Videoconferencing via MS Teams

<https://teams.microsoft.com/l/meetup->

[join/19%3ameeting_MDM5Y2IzNWItYmQzOSooMzFjLTllOTUtNDE3OWY3OGQoN2I4%4othread.v2/o?context=%7b%22Tid%22%3a%220fodac9f-433c-41ba-9f57-42be6fe671a9%22%2c%22Oid%22%3a%22638c224b-aae0-4a1f-95d8-6b417df5646d%22%7d](https://teams.microsoft.com/join/19%3ameeting_MDM5Y2IzNWItYmQzOSooMzFjLTllOTUtNDE3OWY3OGQoN2I4%4othread.v2/o?context=%7b%22Tid%22%3a%220fodac9f-433c-41ba-9f57-42be6fe671a9%22%2c%22Oid%22%3a%22638c224b-aae0-4a1f-95d8-6b417df5646d%22%7d)

Subject Matter : Pre-Bid Conference
Project : *Phantom Load (Single Phase Portable Current Source Equipment) (1-MAOD) (1-VAOD)*
Mode of Procurement : Competitive Bidding
Reference No. : Lot No. 2021-06

Attendees:

1. BAC (Competitive) Members, Technical Working Group (Competitive), and BAC Secretariat (Competitive):

Name	Position
Heiddi Venecia R. Barrozo	Chairperson, BAC (Competitive)
Marina C. Bugayong	Member, BAC (Competitive)
Laiza Amor A. Lagman	Member, BAC (Competitive)
Amabelle D. Del Rosario	Vice-Chairperson, TWG (Competitive)
Vladimere B. Pulmones	Member, TWG (Competitive)
Keen P. Padrones	Member, TWG (Competitive)
Ferdinand A. Salviejo	Member, TWG (Competitive)
Arjay Louie Eu B. Cuanan	Chairperson, BAC Secretariat (Competitive - Goods)
Patricia P. Evangelista	Member, BAC Secretariat (Competitive - Goods)
Rona A. Francisco	Member, BAC Secretariat (Competitive - Goods)
Kio Paulo H. San Andres	BAC Support
Lovelyn M. Alegre	BAC Support
Cyril U. Anievas	BAC Support

2. End-User:

Name	Position/Service
Isidro Raymundo B. Madrid	Engineer III, Consumer Affairs Service (CAS)

3. Prospective Bidders:

Name	Company/Organization
Michael Constantino	AGP Trading Inc. (AGP)
Rey Villafuerte	AGP Trading Inc. (AGP)
Eric Honrade	Systems Controls Instrumentations (SCII)

I. Call to Order

The Pre-Bid Conference for the *Procurement of Phantom Load (Single Phase Portable Current Source Equipment) (1-MAOD) (1-VAOD)*, with an Approved Budget for the Contract (ABC) of Two Million Five Hundred Thousand Five Hundred Pesos (PhP2,500,000.00), was called to order at eleven minutes past ten o'clock in the morning (10:11 A.M.) through videoconferencing via MS Teams, with BAC (Competitive) Chairperson Heiddi Venecia R. Barrozo as the presiding officer.

II. Determination of Quorum

The BAC Secretariat (Competitive-Goods) Chairperson, Atty. Arjay Louie Eu B. Cuanan, confirmed the presence of a quorum with the attendance of BAC (Competitive) Chairperson Barrozo, BAC (Competitive) Members Marina C. Bugayong and Laiza Amor A. Lagman. After having established the required quorum, the BAC Secretariat (Competitive-Goods) Chairperson likewise acknowledged the presence of the Technical Working Group (Competitive), BAC Secretariat (Competitive-Goods), support staff, as well as the representatives from the end-user and the prospective bidders. Invitations to observe the Pre-Bid Conference were sent to the 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, despite the said invitations, none of the invited observers attended or manifested their intention to join the scheduled meeting.



III. Proceedings

BAC (Competitive) Chairperson Barrozo asked BAC Secretariat (Competitive-Goods) 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) responsibilities of the winning bidder, b) responsibilities of the ERC; c) schedule of delivery; d) ABC, e) specifications; f) mode procurement, and g) payment scheme.

IV. Question and Answers

1. BAC (Competitive) Chairperson Barrozo clarified from the end-user if they will require the winning bidder to provide after-sales support “within five (5) years or within the economic life of the equipment” as contained in the TOR. She also asked the end-user to clarify the number of ERC personnel for the conduct of the hands-on training.
 - Engr. Ferdinand A. Salviejo from the TWG and also a representative of the end-user explained that the expected economic life of the equipment is five (5) years. Hence, the winning bidder should provide five (5) years of minimum after-sales support.
 - Engr. Salviejo clarified that it could be two (2) from VAOD and one (1) from MAOD or two (2) from MAOD and one (1) from VAOD.
 - Mr. Honrade from SCII asked if the hands-on training will be conducted on-site. He further asked what measures the ERC will take in terms of local travel restrictions since there are different protocols or guidelines from different local government units.
 - Engr. Salviejo answered that the conduct of the hands-on training will be on-site for both ERC VAOD and MAOD offices.
 - The BAC (Competitive) Chairperson said that air flights are already available in Visayas and Mindanao; hence, the provision on the lifting of local travel restrictions under Section C.4 of the TOR will no longer be an issue.
 - Mr. Honrade said that there are times wherein the guidelines issued by the Inter-Agency Task Force (IATF) and the local government unit (LGU) are not consistent.
 - The BAC (Competitive) took note of the concern and will check on how to address the issue.



- Engr. Salviejo manifested that the ERC-MAOD already has a new office address. The BAC (Competitive) Chairperson took note of the manifestation and directed the BAC Secretariat (Competitive-Goods) to include said manifestation in the bid bulletin.
2. Mr. Michael Constantino from AGP Trading requested the BAC (Competitive) if they can extend the delivery period from ninety (90) days to one hundred twenty (120) days since there are other documents which are still difficult to secure like the medical certificates.
 - Engr. Salviejo insisted to retain the delivery period considering the ease of quarantine restrictions in the country. He added that the equipment is just for a Phantom Load and no calibration certificate is required. He then asked SCII if they have an issue on the proposed delivery period of ninety (90) days.
 - Mr. Constantino explained that their equipment will be sourced from Germany but there are also other parts of the said equipment which will be sourced from China. He further said that these countries may have imposed several restrictions and measures which are already beyond the control of the bidder.
 - Mr. Eric Honrade from SCII stated that they can comply with the ninety (90)-day delivery period.
 - Mr. Constantino emphasized that the equipment which they will offer also has a meter tester and is not just a plain phantom load equipment.
 - Engr. Salviejo clarified that even if the equipment has a meter tester, the calibration certification will not be required.
 - The BAC (Competitive) resolved to maintain the delivery period of ninety (90) days.
 3. Engr. Salviejo manifested that after the delivery of the equipment, the ERC's Technical Property Inspection Committee (TPIC) will conduct first the inspection before the winning bidder can proceed with the conduct of the hands-on training.
 4. Mr. Constantino asked if they will be required to bring the original copies of the documents submitted during the conduct of the opening of bids.




- The BAC (Competitive) Chairperson answered in the affirmative and explained that the ERC BAC (Competitive) is requesting the original copies of the documents for comparison purposes.
5. Mr. Honrade sought clarification on the definition of “similar to the contract to be bid” in relation to the bidder’s Single Largest Completed Contract (SLCC). He asked whether they could submit closely similar projects like the “Protection Relay Tester” with functions similar to that of a “Phantom Load”. Also in relation to similar contracts, he also requested to extend the period for the SLCC from five (5) years to seven (7) years .
- The BAC (Competitive) took note of the request and will address the same in a bid bulletin.

The BAC (Competitive) Chairperson reminded the prospective bidders about the following timeline: a) deadline for the submission of request for clarifications on 08 March 2021; b) deadline for the submission of bids on 19 March 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 (Competitive) Chairperson also reminded the prospective bidders of the following:

- The ERC BAC (Competitive) requests that bidders should bring the original copies of the documents submitted during the opening of the bids for comparison purposes;
- For downloading of the documents and bidding forms, the link to the ERC and GPPB websites are provided in item 12 of the Invitation to Bid (ITB);
- The use of revised template provided by the GPPB particularly the updated version of the Omnibus Sworn Statement (OSS);
- Compliance with the 2004 Rules on Notarial Practice, as amended, in relation to the acceptable competent evidence of identity;
- Checklist of the Technical and Financial Documents may be found on page 33 and 34 of the PBD; and
- Compliance with Section 25, Rule VIII of the 2016 R-IRR of RA 9184 in so far as the submission of bids in two (2) separate sealed bid envelopes containing the technical and financial component.



V. Adjournment

Having no more questions, discussions, and clarifications, the meeting was adjourned at forty-six minutes past ten o'clock in the morning (10:46 A.M.).

Approved by:

HEIDDI VENECIA R. BARROZO
BAC (Competitive) Chairperson

(TOOK NO PART)
GREGORIO L. OFALSA
BAC (Competitive) Vice-Chairperson

MARINA C. BUGAYONG
BAC (Competitive) Member

(TOOK NO PART)
ZIERLA MARIE S. RANAY
BAC (Competitive) Member


LAIZA AMOR A. LAGMAN
BAC (Competitive) Member

ATTESTED BY:



ARJAY LOUIE EU. B. CUANAN
Chairperson, BAC Secretariat (Competitive – Goods)