



Republic of the Philippines  
**ENERGY  
REGULATORY  
COMMISSION**

---

---

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

**17 November 2020 (Tuesday) 10:00 A.M.**

Through Videoconferencing via MS Teams

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzAzYTI5ZDUtNmI5YS00ZTQzLTg0YWYtOWQ2OTFiOWMxMjI3%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\\_NzAzYTI5ZDUtNmI5YS00ZTQzLTg0YWYtOWQ2OTFiOWMxMjI3%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzAzYTI5ZDUtNmI5YS00ZTQzLTg0YWYtOWQ2OTFiOWMxMjI3%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 : *Procurement of Test Equipment (Three Phase Watt-Hour Meter Standard) (Class Accuracy 0.02%)*  
Mode of Procurement : Competitive Bidding  
Reference No. : Lot No. 2020-30

Attendees:

1. BAC Members, BAC 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
Chiara Angela L.B. Blanco	Chairperson, TWG
Amabelle D. Del Rosario	Vice-Chairperson (CB), TWG
Ferdinand A. Salviejo	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
Primabelle S. Gobantes	Member, BAC Secretariat
Kio Paulo H. San Andres	BAC Support
Lovelyn M. Alegre	BAC Support
Rosally T. Flores	BAC Support

2. End-User:

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

Alvin Noveno

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 *Test Equipment (Three Phase Watt-Hour Meter Standard) (Class Accuracy 0.02%)* with an Approved Budget for the Contract (ABC) of Nine Million Four Hundred Fifty Thousand Pesos (PhP9,450,000.00), was called to order at seven minutes past ten o'clock in the morning (10:07 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 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), and Transparency Accountability Network (TAN). However, none of the invited observers attended the pre-bid conference despite such notice.

**III. Proceedings**

The BAC Chairperson asked the BAC Secretariat Vice-Chairperson, Atty. Marie Alexis Denise S. Gayon, to show on screen the Technical Specification (SPECS) of the project and briefly went over the salient features thereof such as

the a) contract period; b) responsibilities of the winning bidder; c) schedule of delivery; d) specification of the test equipment; e) approved budget for the contract (ABC); and f) payment scheme. She manifested that the said SPECS is attached to the Philippine Bidding Documents (PBD) as posted in the ERC and GPPB websites.

#### **IV. Question and Answers**

1. Ms. Maria Lizzette Agno from PPI Pazifik Power Inc. requested for an extension of the delivery period as contained in the SPECS from sixty (60) days to one hundred twenty (120) days or one hundred fifty (150) days. She also asked if they could submit their existing tax clearance which will expire on 28 November 2020 with attached proof of filing for the renewal of the same.
  - Mr. Ray Biona from CAS manifested that the period of five (5) months or one hundred fifty (150) days is too long and asked Ms. Agno if it is possible for them to deliver within three (3) months or ninety (90) days due to the immediate need for the equipment.
  - Ms. Agno stated that the proposed delivery period of sixty (60) days is not sufficient explaining that the period for manufacturing the said equipment might take around one hundred twenty days (120) already.
  - After a series of discussions, Mr. Biona agreed to extend the delivery period to one hundred twenty (120) days.
  - BAC TWG Vice-Chairperson Amabelle del Rosario answered that as long as the bidder can submit the said tax clearance and proof of renewal on or before the scheduled submission and opening of the bid on 01 December 2020 at twelve o'clock in the afternoon (12:00 P.M.), then it would be acceptable.
  - The BAC Chairperson, however, stressed that since PPI Pazifik Power's tax clearance will be expiring on 28 November 2020 and the deadline for the submission of bid is on 01 December 2020, the said tax clearance is technically "expired" on the day of the opening. She thus reminded the representatives of the said prospective bidder that similar with PhilGEPs registration wherein as long as the bidder submits a proof of filing for the renewal pending the issuance by the concerned government agency, the BAC already considers the same. She added that the BAC will just issue a clarification on the question, if necessary.

2. Mr. Michael Constantino cited Sections F.11 and F.13 of the SPECS and clarified if the BAC is open to amending said provisions/specifications, which read: a) *“Capable of transferring/storing data via USB & Ethernet”*, and b) *“Removable Compact Flash Card Memory”* since their equipment no longer utilize ethernet and flash card memory but USB Sticks for the transfer of data.
  - Mr. Biona agreed to the proposed change on the use of USB sticks to transfer data.
  - BAC Chairperson Barrozo asked the end-user to further explain the purpose why they indicated flash card memory/ethernet on their SPECS.
  - Mr. Biona explained that their old equipment utilized removable compact flash card memory; hence, that was adopted in the preparation of the technical specifications for this equipment.
3. Mr. Ruma manifested that they can actually comply with the SPECS as indicated and can provide the equipment which is *“Capable of transferring/storing data via USB & Ethernet”*, and has *“Removable Compact Flash Card Memory”*. He also asked if the BAC will amend the SPECS.
  - The BAC Chairperson explained that the end-user is amenable to the changes in the SPECS such as the use of USB sticks to transfer data. However, if the prospective bidder can comply with the SPECS “as is”, then it is likewise acceptable.
4. BAC TWG Chairperson Chiara Angela L.B. Blanco asked the prospective bidders for the latest and updated equipment currently available in the market in relation to Sections F.11 and F.13 of the SPECS on the use of ethernet and flash card memory.
  - Mr. Ruma answered that there are latest/updated models available in the market today that incorporated or added the old features to their new models. He explained that some manufacturers of the said equipment did not actually remove the said old features in their new models.
  - The BAC took note of the manifestation and clarification, and manifested that they will resolve first the said issue internally.
5. Mr. Ferdinand A. Salviejo from CAS cited Section F.17 and emphasized that *the “Certificate of Calibration traceable to International standards*

*body (to be provided upon delivery)*” must come from a third-party. He further reminder that the winning bidder should keep an inventory of the consumables/spares during the economic life of the equipment which is five (5) years.

6. Mr. Constantino asked if they can submit follow-up questions through email.
  - The BAC Chairperson answered that the prospective bidders can submit or email their clarifications to the BAC Secretariat until 20 November 2020.
7. BAC Secretariat Vice-Chairperson Gayon reminded the prospective bidders that as indicated in the Invitation to Bid, the ERC requests the bidders to bring the original documents during the Opening of Bids for comparison. She also stressed the request for the submission of one (1) original copy and one (1) copy of their bids.

The BAC Chairperson reminded the prospective bidders that the deadline for the submission of bids is on 01 December 2020 at twelve noon (12:00 P.M.) and the opening of bids is on the same date at three o'clock in the afternoon (03:00 P.M.)

*(The remainder of this page was intentionally left blank)*

**V. Adjournment**

Having no more questions, discussions, and clarifications, the meeting was adjourned at thirty minutes past ten o'clock in the morning (10:30 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*