



MINUTES OF MEETING CDA Bids and Awards Committee (BAC) - Head Office June 09, 2022 at 10:02AM to 10:51AM Via Google Meet

TYPE OF MEETING	VIRTUAL PRE-BID CONFERENCE		
PROJECT	RENEWAL AND UPGRADE OF LICENSES FOR THE SUBSCRIPTION OF ONE (1) YEAR ZOOM VIDEO CONFERENCING SERVICES FOR THE COOPERATIVE DEVELOPMENT AUTHORITY (CDA) FOR WITH CONTRACT NO. CDA-2022-03		
APPROVED BUDGET FOR THE CONTRACT (ABC)	ONE MILLION FIVE HUNDRED TH	IOUSAND PESOS (P1,500,000.00	
ATTENDEES	BIDS AND AWARDS COMMITT  1. Atty. Elizabeth O. Batonan 2. Atty. Mona Liza P. Arriba-Jua 3. Chief Melissa C. Santos  BAC SECRETARIAT 1. Atty. Jovilyn M. Gaffud-Marque	Vice Chairperson, BAC rez Member, BAC Member, BAC	
	<ol> <li>Mr. Jonal A. De Los Reyes</li> <li>Mr. Elmer A. Bajado</li> <li>Mr. Ronaldo G. Rivera</li> <li>Mr. Romaine Niño P. Talucod</li> <li>Ms. Ma. Antonette A. Pimente</li> </ol>	Member, BAC Secretariat Member, BAC Secretariat Member, BAC Secretariat Member, BAC Secretariat Member, BAC Secretariat	
	<ol> <li>TECHNICAL WORKING GROUP</li> <li>Atty. James B. Fernandez</li> <li>Mr. Julio Casilan</li> <li>Mr. Carlito V. Buan</li> <li>Mr. Bonifacio D. Garcia</li> <li>Mr. Eddie Damaso</li> </ol>	Member, BAC TWG Member, BAC TWG Member, BAC TWG Member, BAC TWG Member, BAC TWG	
	OBSERVER:  1. Mr. Ray R. Elevazo  2. Atty. Ma. Lourdes Pacao  3. Mr. Augusto Salvador Balles  4. Mr. Amado Ablao  5. Ms. Irene Lim	COA, Representative	
NAME OF BIDDERS/ REPRESENTATIVES	Prospective Bidder  1. ESCO Unified Solutions, Inc.	Representative Jerome Dayrit	
	Globe Telecom     MyBusybee, Inc.	Arnold Bacalla Mr. Luigi Barcheta Symone Wong	

Office of the Chairman: (02) 8721-5325

Office of the Administrator : (02) 8721-5324 Officer of the Day: (02) 8725-3764

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CALL TO ORDER			nd was presided by the
	BAC Vice Chairperson, Atty. Elizabeth O. Batonan. Thereafter, she instructed the BAC Secretariat to acknowledge the presence of all the attendees.		
	the Pre-Bid Conference	e Proper.	Batonan proceeded with
SECTION I. INVITATION TO BID	The BAC Secretariat presented the procurement timelines for the project, as follows:		
	Procureme Activities		Date
	Advertisement/ Pos	ting May 25, 202	2
	Pre-Bid Conference	June 09, 202	22
	Submission of Bids	on or before 22, 2022	9:00 AM of June
	Opening of Bids		22 at 10:00 AM
SECTION II.	Presented the contents	s of the Bid Data Sheet.	
INSTRUCTIONS TO BIDDERS	No discussion.		
SECTION III. BID DATA SHEET	Presented the contents of the Bid Data Sheet. No discussion.		
SECTION IV. GENERAL CONDITIONS OF CONTRACT	Presented the contents of the General Conditions of Contract.  No discussion.		
SECTION V. SPECIAL CONDITIONS OF CONTRACT	Presented the contents of the Special Conditions of Contract. No discussion.		
SECTION VI. SCHEDULE OF REQUIREMENTS	Presented the contents No discussion.	of the Schedule of Requ	irements.
SECTION VII. TECHNICAL SPECIFICATIONS	Presented the contents of the Technical Specifications.  No Discussion.		
SECTION VIII. CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS	Presented the contents of the Checklist of Technical and Financial Documents. No discussion.		
SECTION IX. BIDDING FORMS	After presenting the Bidding Forms, the following items were discussed:		
	SUPPLIER	QUESTIONS/ISSUES	CLARIFICATION
	Mr. Luigi Barcheta	Section 3.4.2 -	Mr. Ronaldo Rivera
		Mandatory training for	confirms the
		(50) personnel	mandatory training
			requirement for the designated

			and a second in all reliance
			personnel including
	Ma Company Mana	F. inting a second	the regional offices
	Mr. Symone Wong	Existing account	Mr. Bonifacio Garcia
			replied that existing
			account covers 18
			license with 6 add-
			ons
	Mr. Arnold Bacalla	If e-signature is	Atty. Beth and Mr.
		accepted since the	Jonal De Los Reyes
		submission will be	answered that
		done electronically	scanned documents
			with original
			signatures will be
			submitted
			electronically and
			original copies shall
			be presented during
			post qualification of
			the Lowest
	14.0		calculated bidder
	Mr. Symone Wong	Requested for the	Mr. Garcia provided
		Agency existing Zoom	the number through
		account number	the chat box
	Mr. Jerome Dayrit	Alternative	Atty. Batonan
		documents if only	responded that SEC
		Red Registration	Registration and
		(PhilGEPS) is	Business and
		available	Mayor's Permit shall
		100 May 100 M	be provided in lieu of
			PhilGEPS Platinum
			Registration
			regionation
ADJOURNMENT	Having no other matter	rs for discussion, the me	eting was adjourned at
7	10:51 AM.	is for alcoassion, the me	curing was adjourned at
CERTIFICATION		going is the true account	of the Pre-Rid
	Conference conducted	on June 09 2022	of the Fre-bld
PREPARED BY		on Julio Vo, LVLL.	
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	MA. ANTONETTE A. P	IMENTEL	
	BAC Secretariat		
	Date: June 09, 2022		
	Date. <u>June 03, 2022</u>		

CERTIFIED CORRECT	O soul Mars /
	ATTY. JOVILYNGAFFUD-MARQUEZ Head, BAC Secretariat

APPROVED	
	Acting Director MONATAO HONEYA R. ALAWI BAC Member
	Chief MELISSA C. SANTOS BAC Member
	DA-ATTY. MONALIZA PJARRIBA-JUAREZ BAC Member
	DA ATTY. ELIZABETINO. BATONAN BAC Vice-Chairman
	Not Present DIR. GIOVANNI T. PLATERO BAC Chairperson