



COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception, 1111 Cubao, Quezon City, Philippines

http://www.cda.gov.ph helpdesk@cda.gov.ph CDA @CDAPhils PH Cooperatives



MINUTES OF MEETING CDA Bids and Awards Committee (BAC) - Head Office May 8, 2023, 14:01 AM

Via Google Meet

TYPE OF MEETING	VIRTUAL PRE-BID CONFERENCE																																													
PROJECT	PROCUREMENT OF A ONE (1) YEAR SUBSCRIPTION OF CLOUD COMPUTING SERVICE FOR THE ELECTRONIC DOCUMENT TRACKING MANAGEMENT INFORMATION SYSTEM (EDTMIS) OF COOPERATIVE DEVELOPMENT AUTHORITY (CDA) WITH CONTRACT NUMBER CDA-2023-02																																													
APPROVED BUDGET FOR THE CONTRACT (ABC)	ONE MILLION EIGHT HUNDRED THOUSAND PESOS (P1,800,000.00) being the Approved Budget for the Contract																																													
ATTENDEES	<table border="1"> <tr> <td colspan="2">BIDS AND AWARDS COMMITTEE</td> </tr> <tr> <td>1. Mr. Ray R. Elevazo</td> <td>Chairperson</td> </tr> <tr> <td>2. Atty. Ma. Lourdes P. Pacao</td> <td>Vice Chairperson</td> </tr> <tr> <td>3. Ms. Mildred S. Esguerra</td> <td>Member</td> </tr> <tr> <td>4. Mr. Augusto Salvador P. Balles</td> <td>Member</td> </tr> <tr> <td colspan="2">SECRETARIAT</td> </tr> <tr> <td>1. Mr. Jonal A. Delos Reyes</td> <td>Member</td> </tr> <tr> <td>2. Ms. Josie L. Villaver</td> <td>Member</td> </tr> <tr> <td>3. Mr. Benjie Magdayo</td> <td>Member</td> </tr> <tr> <td colspan="2">ADMINISTRATOR</td> </tr> <tr> <td>1. Mr. Romaine Niño P. Talucod</td> <td>Member</td> </tr> <tr> <td colspan="2">TECHNICAL WORKING GROUP</td> </tr> <tr> <td>1. Atty. James B. Fernandez</td> <td>Member</td> </tr> <tr> <td>2. Ms. Doris D. Teodoro</td> <td>Member</td> </tr> <tr> <td>3. Mr. Julio E. Casilan</td> <td>Member</td> </tr> <tr> <td>4. Mr. Elmer A. Bajado</td> <td>Member</td> </tr> <tr> <td>5. Mr. Bonifacio D. Garcia</td> <td>Member</td> </tr> <tr> <td>6. Mr. Carlito V. Buan</td> <td>Member</td> </tr> <tr> <td>7. Ms. Ma. Antonette A. Pimentel</td> <td>Member</td> </tr> <tr> <td colspan="2">OBSERVERS:</td> </tr> <tr> <td>1. Mr. Amado Ablao</td> <td>COA Resident Auditor</td> </tr> <tr> <td>2. Ms. Irene Chrysanthemum Lim</td> <td>COA Representatives</td> </tr> </table>		BIDS AND AWARDS COMMITTEE		1. Mr. Ray R. Elevazo	Chairperson	2. Atty. Ma. Lourdes P. Pacao	Vice Chairperson	3. Ms. Mildred S. Esguerra	Member	4. Mr. Augusto Salvador P. Balles	Member	SECRETARIAT		1. Mr. Jonal A. Delos Reyes	Member	2. Ms. Josie L. Villaver	Member	3. Mr. Benjie Magdayo	Member	ADMINISTRATOR		1. Mr. Romaine Niño P. Talucod	Member	TECHNICAL WORKING GROUP		1. Atty. James B. Fernandez	Member	2. Ms. Doris D. Teodoro	Member	3. Mr. Julio E. Casilan	Member	4. Mr. Elmer A. Bajado	Member	5. Mr. Bonifacio D. Garcia	Member	6. Mr. Carlito V. Buan	Member	7. Ms. Ma. Antonette A. Pimentel	Member	OBSERVERS:		1. Mr. Amado Ablao	COA Resident Auditor	2. Ms. Irene Chrysanthemum Lim	COA Representatives
BIDS AND AWARDS COMMITTEE																																														
1. Mr. Ray R. Elevazo	Chairperson																																													
2. Atty. Ma. Lourdes P. Pacao	Vice Chairperson																																													
3. Ms. Mildred S. Esguerra	Member																																													
4. Mr. Augusto Salvador P. Balles	Member																																													
SECRETARIAT																																														
1. Mr. Jonal A. Delos Reyes	Member																																													
2. Ms. Josie L. Villaver	Member																																													
3. Mr. Benjie Magdayo	Member																																													
ADMINISTRATOR																																														
1. Mr. Romaine Niño P. Talucod	Member																																													
TECHNICAL WORKING GROUP																																														
1. Atty. James B. Fernandez	Member																																													
2. Ms. Doris D. Teodoro	Member																																													
3. Mr. Julio E. Casilan	Member																																													
4. Mr. Elmer A. Bajado	Member																																													
5. Mr. Bonifacio D. Garcia	Member																																													
6. Mr. Carlito V. Buan	Member																																													
7. Ms. Ma. Antonette A. Pimentel	Member																																													
OBSERVERS:																																														
1. Mr. Amado Ablao	COA Resident Auditor																																													
2. Ms. Irene Chrysanthemum Lim	COA Representatives																																													

Office of the Chairman : (02) 8721-5325

(02) 8721-5324

Office of the Administrator : (02) 8721-0633

Officer of the Day : (02) 8725-3764



Management System
ISO 9001:2015

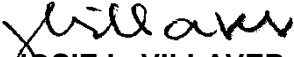






www.tuv.com
ID 9105070733

NAME OF BIDDERS/ REPRESENTATIVES	Prospective Bidder	Representative
	Moodlearning Inc.	Ms. Shaznae Adrienne Ragasa
	OS1 Solutions Inc.	Ms. Lhea Edma
	Dona Alejandra, Incorporated	1. Mr. Mark Arvin Dionisio 2. Ms. Laura Encinas-Callo
	Globe Telecom	1. Mr. Arnold Bacalla 2. Mr. Christian Edison Tuazon
	Maroon Studios Inc.	1. Ms. Roann Escasinas 2. Ms. Carla Jean Cruz
	Microgenesis Software Inc.	Ms. Ella May Tecson
CALL TO ORDER	The BAC convened at 2:01PM. Ms. Esguerra lead the prayer as requested by the BAC Chairperson. Thereafter, Mr. Delos Reyes acknowledged the presence of the attendees and confirmed that the BAC has reached a quorum.	
AGENDUM	<p>The presentation of Bid Documents on the PROCUREMENT OF A ONE (1) YEAR SUBSCRIPTION OF CLOUD COMPUTING SERVICE FOR THE ELECTRONIC DOCUMENT TRACKING MANAGEMENT INFORMATION SYSTEM (EDTMIS) OF COOPERATIVE DEVELOPMENT AUTHORITY (CDA) WITH CONTRACT NUMBER CDA-2023-02.</p> <p>Ms. Esguerra moved for the approval of the agenda as presented by the Secretariat which was duly seconded by Mr. Balles.</p>	
PRESENTATION OF BID DOCUMENTS	Mr. Jonal A. Delos Reyes proceeded with the presentation of the Bid Documents.	
SECTION I. INVITATION TO BID	Presented the contents of the Invitation To Bid. No Discussion	
SECTION II. INSTRUCTIONS TO BIDDERS	Presented the contents of the 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 of the Schedule of Requirements. No discussion	

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	Presented the contents of the Bidding Forms. No discussion											
OPEN FORUM	<p>Below were the clarifications on issues raised by the following prospective Bidders:</p> <table border="1" data-bbox="512 775 1445 2020"> <thead> <tr> <th data-bbox="512 775 823 808">BIDDER/SUPPLIER</th> <th data-bbox="823 775 1142 808">QUESTION/ISSUE</th> <th data-bbox="1142 775 1445 808">CLARIFICATION</th> </tr> </thead> <tbody> <tr> <td data-bbox="512 808 823 1850">Doña Alejandra, Inc. - Mr. Mark Arvin Dionisio</td> <td data-bbox="823 808 1142 1850"> <p>1. Under Qualification of Bidder particularly 9.1.1 which states "Must be a premiere partner of a cloud service provider." Are we geared towards google cloud or are we open to other cloud hosting solutions?</p> <p>2. A request to relax the requirements provided in 9.1.11.1 since this limits the participation of prospective bidders.</p> <p>3. On 5.2, is the EDTMIS developed internally or provided by other different supplier?</p> <p>A follow up query on EDTMIS, would there be legalities encountered since the licenses will be transferred to the winning bidder?</p> </td> <td data-bbox="1142 808 1445 1850"> <p>1. Mr. Garcia replied in the affirmative.</p> <p>2. Mr. Garcia suggested to discuss this request in an executive session.</p> <p>3. Mr. Garcia replied that this system was outsourced.</p> <p>Mr. Garcia responded that all the licenses were covered relative to the EDTMIS project, therefore, none.</p> </td> </tr> <tr> <td data-bbox="512 1850 823 2020">Globe Telecom – Mr. Christian Edison Tuazon</td> <td data-bbox="823 1850 1142 2020">Is this system existing, meaning is there an existing cloud service provider (CSP) or will</td> <td data-bbox="1142 1850 1445 2020">Mr. Garcia replied that there is an existing cloud service provider, he added that the</td> </tr> </tbody> </table>			BIDDER/SUPPLIER	QUESTION/ISSUE	CLARIFICATION	Doña Alejandra, Inc. - Mr. Mark Arvin Dionisio	<p>1. Under Qualification of Bidder particularly 9.1.1 which states "Must be a premiere partner of a cloud service provider." Are we geared towards google cloud or are we open to other cloud hosting solutions?</p> <p>2. A request to relax the requirements provided in 9.1.11.1 since this limits the participation of prospective bidders.</p> <p>3. On 5.2, is the EDTMIS developed internally or provided by other different supplier?</p> <p>A follow up query on EDTMIS, would there be legalities encountered since the licenses will be transferred to the winning bidder?</p>	<p>1. Mr. Garcia replied in the affirmative.</p> <p>2. Mr. Garcia suggested to discuss this request in an executive session.</p> <p>3. Mr. Garcia replied that this system was outsourced.</p> <p>Mr. Garcia responded that all the licenses were covered relative to the EDTMIS project, therefore, none.</p>	Globe Telecom – Mr. Christian Edison Tuazon	Is this system existing, meaning is there an existing cloud service provider (CSP) or will	Mr. Garcia replied that there is an existing cloud service provider, he added that the
BIDDER/SUPPLIER	QUESTION/ISSUE	CLARIFICATION										
Doña Alejandra, Inc. - Mr. Mark Arvin Dionisio	<p>1. Under Qualification of Bidder particularly 9.1.1 which states "Must be a premiere partner of a cloud service provider." Are we geared towards google cloud or are we open to other cloud hosting solutions?</p> <p>2. A request to relax the requirements provided in 9.1.11.1 since this limits the participation of prospective bidders.</p> <p>3. On 5.2, is the EDTMIS developed internally or provided by other different supplier?</p> <p>A follow up query on EDTMIS, would there be legalities encountered since the licenses will be transferred to the winning bidder?</p>	<p>1. Mr. Garcia replied in the affirmative.</p> <p>2. Mr. Garcia suggested to discuss this request in an executive session.</p> <p>3. Mr. Garcia replied that this system was outsourced.</p> <p>Mr. Garcia responded that all the licenses were covered relative to the EDTMIS project, therefore, none.</p>										
Globe Telecom – Mr. Christian Edison Tuazon	Is this system existing, meaning is there an existing cloud service provider (CSP) or will	Mr. Garcia replied that there is an existing cloud service provider, he added that the										

		<p>this be new or renewal?</p> <p>A follow up query on (CSP), Is the current engagement on Cloud Service Provider an Enterprise Agreement, CSP, or direct engagement with the company?</p>	<p>project indicated in the bid documents pertains to hosting of the system.</p> <p>Mr. Garcia replied that the current engagement regarding the Cloud Service Provider is via vendor.</p>
	<p>MaroonStudios - Ms. Carla Jean Cruz</p> <p>Globe Telecom Mr. Christian Edison Tuazon</p>	<p>On 5.7, What should be the topic/s on technical training?</p> <p>A follow up query on technical training, do you require that the trainers are certified by the Cloud Service Provider?</p> <p>Does a vendor have an option to secure a certification from the public cloud service provider since as a vendor, we lack certification, or this fall under sub contracting?</p>	<p>Mr. Garcia responded that it is more on the administrative function.</p> <p>Mr. Garcia replied in the affirmative.</p> <p>Mr. Garcia replied that sub contracting is prohibited.</p>
EXECUTIVE SESSION	<p>Mr. Delos Reyes initiated the discussion about the request to relax the requirements provided in 9.1.11.1 by Mr. Mark Arvin Dionisio. The end user recommended that the said request should be denied because the security of the system might be compromised, hence, no supplemental bulletin will be issued.</p> <p>Accordingly, Mr. Balles pointed out that major requirements from end user should not be relaxed. Furthermore, Ms. Mildred affirmed on the point that end user knows best.</p>		
ADJOURNMENT	<p>There being no more clarifications, the meeting was adjourned at 4:06P.M.</p>		

CERTIFICATION	We certify that the foregoing is the true account of the Pre-Bid Conference conducted on May 8, 2023 .
PREPARED BY	 JOSIE L. VILLAVER Member, BAC Secretariat Date: May 8, 2023

APPROVED	 DA-RAY R. ELEVAZO BAC, Chairperson  DA-Atty. MA. LOURDES P. PACAO BAC, Vice Chairperson  AUGUSTO SALVADOR P. BALLE BAC, Member  MILDRED S. ESGUERRA BAC, Member (Not Present) INOCENCIO M. MALAPIT BAC Member
-----------------	---