



COOPERATIVE DEVELOPMENT AUTHORITY

Head Office

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception Cubao, 1111 Quezon City, Philippines
<http://www.cda.gov.ph> helpdesk@cda.gov.ph [CDA Philippines](#)



MINUTES OF MEETING

CDA Bids and Awards Committee (BAC) - Head Office

December 19, 2023, 10:00 AM

Via Google Meet

TYPE OF MEETING	BLENDED PRE-BID CONFERENCE																																											
PROJECT	PROCUREMENT OF A ONE (1) YEAR SUBSCRIPTION FOR GOOGLE CLOUD PLATFORM (GCP) COMPUTING SERVICE (PRODUCTION, STAGING, AND DEVELOPMENT ENVIRONMENTS) FOR THE INFORMATION SYSTEMS OF THE COOPERATIVE DEVELOPMENT AUTHORITY (CDA) FOR THE YEAR 2024-2025 WITH CONTRACT NO. CDA-GOODS-2023-05																																											
APPROVED BUDGET FOR THE CONTRACT (ABC)	THREE MILLION THREE HUNDRED THOUSAND PESOS (P3,300,000.00) 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>5. Mr. Inocencio M. Malapit</td> <td>Member</td> </tr> <tr> <td colspan="2">SECRETARIAT</td> </tr> <tr> <td>1. Atty. August Owen P. Magdato</td> <td>Head</td> </tr> <tr> <td>2. Ms. Josie L. Villaver</td> <td>Member</td> </tr> <tr> <td>3. Mr. Benjie R. Magdayo</td> <td>Member</td> </tr> <tr> <td>4. Mr. Elmer A. Bajado</td> <td>Member</td> </tr> <tr> <td>5. Ms. Ma. Antonette A. Pimentel</td> <td>Member</td> </tr> <tr> <td colspan="2">ADMINISTRATOR on ELECTRONIC SUBMISSION</td> </tr> <tr> <td>1. Mr. Ronald G. Rivera</td> <td></td> </tr> <tr> <td>2. Mr. Romaine Niño P. Talucod</td> <td></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. Angelo S. Bugarin</td> <td>Member</td> </tr> <tr> <td>4. Mr. Julio E. Casilan</td> <td>Member</td> </tr> <tr> <td>5. Ms. MaryGrace C. Jaquilmac</td> <td>Member</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	5. Mr. Inocencio M. Malapit	Member	SECRETARIAT		1. Atty. August Owen P. Magdato	Head	2. Ms. Josie L. Villaver	Member	3. Mr. Benjie R. Magdayo	Member	4. Mr. Elmer A. Bajado	Member	5. Ms. Ma. Antonette A. Pimentel	Member	ADMINISTRATOR on ELECTRONIC SUBMISSION		1. Mr. Ronald G. Rivera		2. Mr. Romaine Niño P. Talucod		TECHNICAL WORKING GROUP		1. Atty. James B. Fernandez	Member	2. Ms. Doris D. Teodoro	Member	3. Mr. Angelo S. Bugarin	Member	4. Mr. Julio E. Casilan	Member	5. Ms. MaryGrace C. Jaquilmac	Member
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																																											
5. Mr. Inocencio M. Malapit	Member																																											
SECRETARIAT																																												
1. Atty. August Owen P. Magdato	Head																																											
2. Ms. Josie L. Villaver	Member																																											
3. Mr. Benjie R. Magdayo	Member																																											
4. Mr. Elmer A. Bajado	Member																																											
5. Ms. Ma. Antonette A. Pimentel	Member																																											
ADMINISTRATOR on ELECTRONIC SUBMISSION																																												
1. Mr. Ronald G. Rivera																																												
2. Mr. Romaine Niño P. Talucod																																												
TECHNICAL WORKING GROUP																																												
1. Atty. James B. Fernandez	Member																																											
2. Ms. Doris D. Teodoro	Member																																											
3. Mr. Angelo S. Bugarin	Member																																											
4. Mr. Julio E. Casilan	Member																																											
5. Ms. MaryGrace C. Jaquilmac	Member																																											

Office of the Chairman : (02) 8721-5325
 (02) 8721-5324

Office of the Administrator : (02) 8721-0633
 Officer of the Day : (02) 8725-3764

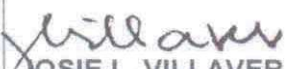



Management System
 ISO 9001:2015



www.tuv.com
 ID 910507033

	END USERS		
	<ol style="list-style-type: none"> 1. Ms. Janika Vergara-Ong 2. Mr. Bonifacio Garcia 		
	OBSERVERS:		
	<ol style="list-style-type: none"> 1. Ms. Estella Salandanan 2. Ms. Irene Chrysanthemum Lim 		COA Representative COA Representative
NAME OF BIDDER'S REPRESENTATIVES	Prospective Bidder	Representative	
	Maroon Studios Inc.	<ol style="list-style-type: none"> 1. Ms. Roann Escasinas 2. Ms. Jen Mondero 	
CALL TO ORDER	The BAC commenced at 10:00 AM. Mr. Bajado, a member of the BAC Secretariat, 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 FOR GOOGLE CLOUD PLATFORM (GCP) COMPUTING SERVICE (PRODUCTION, STAGING, AND DEVELOPMENT ENVIRONMENTS) FOR THE INFORMATION SYSTEMS OF THE COOPERATIVE DEVELOPMENT AUTHORITY (CDA) FOR THE YEAR 2024-2025 WITH CONTRACT NO. CDA-GOODS-2023-05</p> <p>Atty. Pacao moved for the approval of the sole agendum as presented by the Secretariat which was duly seconded by Ms. Esguerra.</p>		
PRESENTATION OF BID DOCUMENTS	<p>Mr. Bajado proceeded with the presentation of the Bid Documents.</p> <p>No Discussion</p>		
SECTION I. INVITATION TO BID	<p>Presented the contents of the Invitation to Bid.</p> <p>No discussion</p>		
SECTION II. INSTRUCTIONS TO BIDDERS	<p>Presented the contents of the Instructions to Bidders.</p> <p>No discussion</p>		
SECTION III. BID DATA SHEET	<p>Presented the contents of the Bid Data Sheet.</p> <p>No discussion</p>		
SECTION IV. GENERAL CONDITIONS OF CONTRACT	<p>Presented the contents of the General Conditions of Contract.</p> <p>No discussion</p>		

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	Ms. Roann Encasinas clarified if the BAC will allow the digital signature since the submission will be through electronic mail. Mr. Delos Reyes replied in the affirmative.
ADJOURNMENT	There being no more clarifications, the meeting was adjourned at 12:00 NOON
CERTIFICATION	We certify that the foregoing is the true account of the Pre-Bid Conference conducted on December 19, 2023
PREPARED BY	 JOSIE L. VILLAVER Member, BAC Secretariat Date: December 19, 2023
CERTIFIED CORRECT	 ATTY. AUGUST OWEN P. MAGDATO Head, BAC Secretariat

APPROVED




DA-RAY R. ELEVAZO
BAC, Chairperson



DA-Atty. MA. LOURDES P. PACAO
BAC, Vice Chairperson

MILDRED S. ESGUERRA
BAC, Member



AUGUSTO SALVADOR P. BALLE
BAC, Member



INOCENCIO M. MALAPIT
BAC, Member