



**DENR Bids and Awards Committee for Regular Operations**

**MINUTES OF BAC MEETING  
16 February 2021**

**Venue** : Online via Google Meet Platform  
**Date/Time** : 16 February 2021, Tuesday  
10:00 AM onwards  
**Agenda** : **Pre-Bid Conference** for the Procurement of Multimedia Projector for the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref. No. DENR-CO-2021-001 REBID

**I. ATTENDANCE**

**DENR Bids and Awards Committee**

Atty. Norlito A. Eneran	Vice Chairperson
Dir. Maria Ellena Morillos Manila	Provisional Member/End-User
Evelyn G. Nillosan	Alternate Vice Chairperson
Elizar S. Cantuba	Member
Engr. Gilbert C. Mondroy	Member

**BAC Technical Working Group**

Atty. Anthony Raymond M. Velicaria	Head
Dianne G. Ibias	Member
Nizethal A. Matias	Member/End-user
Jessa B. Montes	Member
Ann Joanna B. Villarama	Member

**BAC Secretariat**

Alleli G. Vergara	Member
Ma. Rosario T. Santiago	Member
Lia Cassandra A. Logmao	Member
Lamberto S. Ramos	Member

Other office staffs

**Attendance of Prospective Bidder/s**

<b>Prospective Bidder/s</b>	<b>Representative/s</b>
<i>Procurement of Multimedia Projector for the DENR-CO</i>	
1) American Technologies, Inc.	Xyrel John G. Balentoza
2) The Brain Computer Corporation	Elizabeth P. David Alvin Mon Libut
3) Gakken Philippines Inc.	Avant Garde
4) CODO Trading	Donna Angelica Cobarrubias

## II. CALL TO ORDER

The meeting was called to order at 10:00 AM and presided by the Vice Chairperson, to discuss the agenda stated above.

## III. ROLL CALL

The BAC Secretariat called the roll and informed the Vice Chairperson that five (5) members are present which constitute a quorum. The Vice Chairperson was also informed that other members of the BAC, TWG and Secretariat, who were not in attendance, were on official business.

## IV. SALIENT FEATURES OF DISCUSSION

- The BAC Vice Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the following prospective bidders:
  - 1) American Technologies Inc.
  - 2) The Brain Computer Corporation
  - 3) Gakken Philippines Inc.
  - 4) CODO Trading
- Before the discussion started, all prospective bidders affirmed their familiarity with the Government bidding process and requirements under RA 9184 and its Revised Implementing Rules and Regulations (IRR).
- A brief presentation on the bidding documents was presented by the BAC Secretariat emphasizing the following requirements:
  - ✓ Packaging and Envelope Labeling Instructions
    - Bidders shall submit ONE (1) Envelope containing technical and financial documentary requirements
  - ✓ Invitation to Bid
  - ✓ Instructions to Bidders
  - ✓ Bid Data Sheet
  - ✓ General Conditions of the Contract
  - ✓ Special Conditions of the Contract
  - ✓ Eligibility Documents
    - Valid and current Certificate of PhilGEPS Registration (Platinum Membership) issued to the bidder with attached Annex A
      - The valid & current certificate of PhilGEPS Certificate of Registration (Platinum Membership shall reflect the updated eligibility documents. Should the Annex A of said Certificate reflects not updated document, the bidder shall submit, together with the certificate certified true copies of the updated documents.
    - Statement of all its ongoing government and private contracts
      - Form provided as per Annex II of the bidding documents
      - Within the last 3 years
    - Statement of the Bidder's Single Largest Completed Contract (SLCC)
      - Form provided as per Annex II-A of the bidding documents
      - SLCC of similar nature within the last five (5) years from date of submission and receipt of bids equivalent to at least 50% of the ABC
      - Attached copy of End User's Acceptance or Official Receipt/s or Sales Invoice

▪ Original Bid Security

Project ABC (P)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (P)	Bid Security: Surety Bond (5%) (P)	Bid Securing Declaration (Annex II)
5,440,000.00	108,800.00	272,000.00	No required percentage

- Duly notarized or unnotarized Bid Securing Declaration shall be accepted pursuant to GPPB Resolution No. 09-2020 dated 07 May 2020.
- Schedule of Requirements & Technical Specifications
  - Duly conformed per Section VI and VII of the bidding documents
  - Write “comply” only
  - Follow instructions as indicated in Section VII. Failure to follow instructions will result in a rating of “Failed”.
- Sworn Statement
  - Form provided as per Annex III of the bidding documents
  - Usage of any of the following” or “and/or” in specifying the authorized representative/s.
  - However, if the bidder has more than one (1) authorized representative and use the word “and”, all representatives must sign/initial in the prescribed forms provided. Otherwise, shall be a ground for the rejection of the bid and will result in a rating of “Failed”.
  - Attached Proof of Authority of the bidder’s authorized representative. For Sole Proprietorship must submit Duly notarized or unnotarized Special power of Attorney. If Corporations, Cooperative of the Members of the Joint Venture must submit Duly notarized or unnotarized Secretary’s Certificate/Board Resolution
- Audited Financial Statements (AFS)
  - Submit 2019 AFS
- Net Financial Contracting Capacity
  - Form provided with detailed computation as per Annex III of the bidding documents
  - Computation must be equal to the ABC of the project
  - Or submit Committed Line of Credit issued by a Local Universal of Local Commercial Bank with machine validation at least equal to 10% of the ABC
- ✓ Financial Documents
  - Completed and signed Financial Bid Form per Annex VI of the bidding documents
  - The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.
  - If the bid amount is inconsistent with words and in numbers, amount in words will prevail.
  - Signed and Accomplished Prices Schedule(s)
- ✓ Checklist of Requirements.
  - Certification of at least three (3) years’ experience in providing similar contract (supply and delivery of multimedia projector) with attached proof of document (i.e. contract, PO)
  - Valid and current Certificate of Distributorship/Dealership/Resellership of the item being offered and provide technical support and services to the projector brand issued by the principal or manufacturer of the product (if the Bidder is not the manufacturer). If not issued by the manufacturer, must also submit certification/document linking bidder to the manufacturer.

- After the presentation, prospective bidders were given the chance to raise their queries and clarifications which were answered by the end-user unit as follows:

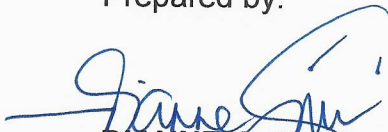
Queries/Clarifications	Response
<ul style="list-style-type: none"> <li>• For the Project Requirements, is it acceptable to submit the 2019 Annual Income Tax Return?</li> </ul>	<ul style="list-style-type: none"> <li>• Yes. Either 2019 or 2020 Annual Income Tax Return is acceptable.</li> </ul>
<ul style="list-style-type: none"> <li>• For the Technical Specifications, is it possible to have a range for the light source lifetime? Can it be 15,000-20,000 hours?</li> </ul>	<ul style="list-style-type: none"> <li>• The specification indicated in the Terms of Reference is the minimum requirement and the ABC is enough for this specification. If considered, this will be included in the Supplemental/Bid Bulletin No. 1</li> </ul>
<ul style="list-style-type: none"> <li>• Regarding the three (3) years warranty for the project, can 1-year warranty be acceptable for this is the normal warranty given for this kind of item.</li> </ul>	<ul style="list-style-type: none"> <li>• The ABC is enough to cover 3 years warranty for this project.</li> </ul>
<ul style="list-style-type: none"> <li>• Regarding the Light Source, can LED quantum color be acceptable? For in some cases, the disadvantage of the LED Hybrid is it has a rainbow effect.</li> <li>• Regarding the specification for the security of the item, specifically in Power-on Password, if the password is forgotten, the motherboard of the projector will be replaced. Will this requirement be omitted/changed?</li> </ul>	<ul style="list-style-type: none"> <li>• The suggestion will be tackled by the Technical Working Group (TWG) and if considered, this will be included in the Supplemental/Bid Bulletin No. 1</li> </ul>

- After thorough discussions, all prospective bidders were advised to submit queries or clarifications, if any, thru a letter addressed to the BAC Chairperson on or before 19 February 2021, 12:00 NN.
- For the End-User Unit, to respond to the queries and clarifications of the bidders on or before 23 February 2021 in order to proceed with the scheduled Bid Opening on 02 March 2021.
- For the Secretariat, to include changes on the bid bulletin and ensure that for the succeeding projects, provisions in the Bidding Documents are updated/revised based on the latest issuances relative to the procurement.
- The BAC Secretariat reminded the prospective bidders to purchase the bidding documents amounting to PhP10,000.00 not later than the scheduled submission of bids on 02 March 2021, 9:00 AM to be able to participate in the bidding.

## V. ADJOURNMENT

There having no matters to discuss, the BAC meeting was adjourned at 11:30 AM.

Prepared by:



**DIANNE G. IBIAS**  
 OIC Chief, Procurement Management Section &  
 Head, BAC Secretariat

Noted by:



**ATTY. NORLITO A. ENERAN, CESO III**  
 Director, Legal Affairs Service &  
 Vice Chairperson, Bids & Awards Committee