



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

**MINUTES OF BAC MEETING  
01 December 2020**

- Venue** : Field Operations Conference Room, 5<sup>th</sup> Floor, DENR Main Building & Online via Google Meet Platform
- Date/Time** : 01 December 2020, Tuesday  
9:30 AM onwards
- Agenda** : **1) Bid Opening for the following DENR requirements:**
- a) Supply, Delivery, Installation, Configuration and Testing of One (1) Lot Fiber Optic Backbone Upgrade of the Department of Environment and Natural Resources-Central Office (DENR-CO) Main Building under Bid Ref No. DENR-CO-2020-033
  - b) Repair and Rehabilitation of the Main Building Exterior of the Department of Environment and Natural Resources – Central Office (DENR-CO) under Bid Ref. No. DENR-CO-2020-034
- 2) Pre-Bid Conference for the following DENR requirements:**
- c) Procurement of Microsoft Office Standard Edition for the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref No. DENR-CO-2020-039
  - d) Supply and Delivery of Brand New Desktop and Laptop Computers for the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref. No. DENR-CO-2020-036
  - e) Procurement of Enterprise Backup Software for the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref. No. DENR-CO-2020-040

**I. ATTENDANCE**

**DENR Bids and Awards Committee**

A Sec Marcial C. Amaro, Jr.	Chairperson
Atty. Norlito A. Eneran	Vice Chairperson
Evelyn G. Nillosan	Alternate Vice Chairperson
Elizar S. Cantuba	Member/End-User Representative
Engr. Gilbert C. Mondroy	Member
Maybell N. Mangubos	Alternate Member
Engr. Guillermo V. Estipona, Jr.	Provisional Member/End-User

**BAC Technical Working Group**

Atty. Anthony Raymond M. Velicaria	Head
Engr. Roberto M. Aguda	Member
Gilbert C. Castro	Member
Dianne G. Ibias	Member
Eugene C. De Guzman	Member
Nizethal L. Matias	Member
Arch. Katrina Carla I. Catapang	Member
Angelito L. Estrada	Member
Jessa B. Montes	Member
Ann Joanna B. Villarama	Member
Ma. Rosario T. Santiago	Member
Lia Cassandra A. Logmao	Member
Nel James B. Aquino	Member

**BAC Secretariat**

Lamberto S. Ramos	Member
Alleli G. Vergara	Member

Other office staffs

**Attendance of Participating/Prospective Bidder/s**

<b>Participating Bidder/s</b>	<b>Representative/s</b>
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*A. Repair and Rehabilitation of the Main Building Exterior of the DENR-CO*

1) MDH Construction	Evangeline Huevos
2) MMEEN Construction	Mary Ann Bognot

<b>Prospective Bidder/s</b>	<b>Representative/s</b>
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*B. Supply and Delivery of Brand New Desktop and Laptop Computers for the DENR-CO*

1) Columbia Technologies Inc.	Aiza Mendoza
2) FWS Construction Development & Supply Inc.	Nicole Saavedra Maricar Ciervo
3) Advance Solutions Inc.	Gemma Apaliso Sanny Belonio
4) Quartz Business Products Corp.	Jervin Puso
5) DCI IT Int'l. Solutions & Services Corp.	OJ Kyle Jenezis Salazar

*C. Procurement of Enterprise Backup Software for the DENR-CO*

1) Trends & Technologies Inc.	Percy Cruz Carlo Aquino
2) Commsource Systems and Integrated Solutions Inc.	Nicko Navarrete

## II. CALL TO ORDER

The meeting was called to order at 9:30 AM and presided by the Chairperson, to discuss the agenda stated above.

## III. ROLL CALL

The BAC Secretariat called the roll and informed the Chairperson that seven (7) members are present which constitute a quorum. The 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

### A. Bid Opening for the Supply, Delivery, Installation, Configuration and Testing of One (1) Lot Fiber Optic Backbone Upgrade of the DENR-CO

- The Secretariat informed the Committee that no bidder purchased the Bidding Documents for the abovementioned project.
- Abstract of Bids and the corresponding BAC Resolution declaring failure of bidding will be routed for signature.

### B. Bid Opening for the Repair and Rehabilitation of the Main Building Exterior of the DENR-CO

- The BAC Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the following bidders:
  - MMEEN Construction (**MMEEN**); and
  - MDH Construction (**MDH**)
- The BAC Chairperson informed the body that the abovementioned bidders submitted their bid proposals on time.
- With the permission and instruction of the BAC Chairperson, the submitted bid proposals of the abovementioned bidders were opened and subjected to eligibility and technical checking. Results of which are as follows:

BIDDER	ELIGIBILITY AND TECHNICAL CHECKING RESULTS
MMEEN	INELIGIBLE. Absence of Section VI Project Specifications in Envelope No. 1 (Eligibility and Technical Documents).
MDH	PASSED

- After which, financial bid of **MDH** was opened. Result of which is as follows:

BIDDER	ABC (₱)	FINANCIAL BID (₱)	RANKING
MDH	5,000,000.00	4,436,898.60	SCB

- The bid of **MDH** was determined to be the Single Calculated Bid (SCB).

- The Committee informed MDH that the corresponding Notice of Single Calculated Bid shall be issued requiring them to submit post-qualification documents within a non-extendible period of five (5) calendar days upon receipt of the said Notice.

### C. Pre-Bid Conference

- The BAC Vice Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the following prospective bidders:

#### a. Procurement of Microsoft Office Standard Edition for the DENR-CO

- *No bidder*

#### b. Supply and Delivery of Brand New Desktop and Laptop Computers for the DENR-CO

- Columbia Technologies Inc.
- FWS Construction Development & Supply Inc.
- Advance Solutions Inc.
- Quartz Business Products Corp.
- DCI IT Int'l. Solutions & Services Corp.

#### c. Procurement of Enterprise Backup Software for the DENR-CO

- Trends & Technologies Inc.
- Commsource Systems and Integrated Solutions Inc.

- Before the discussion started, the Chairperson informed all the prospective bidders that for this pre-bid conference, three (3) projects namely 1) Microsoft Office Standard Edition 2) Brand New Desktop and Laptop Computers and 3) Enterprise Backup Software will be discussed simultaneously. All prospective bidders also 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, informing the participating bidders that the new template of bidding documents was adapted pursuant to GPPB Resolution No. 16-2020. Emphasizing the following documents:
  - Packaging and Envelope Labeling Instructions
    - Bidders shall submit ONE (1) Envelope containing technical and financial documentary requirements.
  - Invitation to Bid
  - Instruction to Bidders
  - Bid Data Sheet
  - General Conditions of the Contract
  - Special Conditions of the Contract
  - Eligibility Documents
    - Legal, Technical and Financial Requirements
    - Documentary Requirements for Post-Qualification
  - Schedule of Requirements & Technical Specifications
    - Follow instructions as indicated in Section VII. and failure to do so, will result in a rating of "Failed".
  - Bidding Forms
    - How to properly fill-out the required forms.
  - Recommended format of the Secretary's Certificate
    - 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 used 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".
  - Checklist of Requirements
  - Schedule of Bidding Activities for each project.
  - Deadline of sending of queries/clarifications.
  - Cost of Bidding Documents for each Project.
- After the presentation, the prospective bidders were given the chance to raise their queries and clarifications detailed as follows:

Queries/Clarifications	Response
<b>Supply and Delivery of Brand New Desktop and Laptop Computers for the DENR-CO</b>	
Technical Specifications on the Laptop's I/O Ports: For the RJ-45: There are laptop models that are usually connected to the WiFi. These doesn't have LAN. Can they offer LAN Adaptor instead?	Adaptor will be accepted, as long as it will fulfill the requirement for RJ-45.
Technical Specifications on the Desktop's Processor: Does 4.40 GHz refer to the turbo boost of the processor?	4.40 GHz refers to the Max of the Processor.
On the Statement of the Bidder's Single Largest Contract (SLCC), do they need to present one contract for both lots, or will it be okay if they will present a contract per lot?	If they will be joining for both lots, they can present separate contract for each lot.
In relation to the above question, will it be okay if they will present same contract representing their SLCC for each lot?	Yes, that will be accepted as long as it satisfies the requirement separately and jointly.
On the Schedule of Requirements: Can the delivery period be adjusted from sixty (60) calendar days to ninety (90) calendar days?	This concern is noted and will be officially answered thru the Supplemental/Bid Bulletin (SBB) No. 1.
On the Post-Qualification Documents: <i>"Certification that the bidder have at least six (6) years of experience in providing similar contract."</i>  Is this different from the SLCC?	This is different since the SLCC only requires a contract for the last five (5) years.
On the Certificate of Performance Evaluation, what if their declared SLCC already issued them an equivalent document? Will it be accepted?	That would suffice as long as the basis for evaluation is their timely delivery, compliance to specifications, warranty and after sales service.

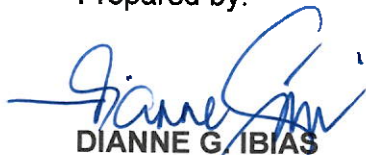
Queries/Clarifications	Response
On the ISO Certifications, what certification do you particularly require, those issued from the start of year 2008 or the valid and current certification?	The certifications enumerated in the Terms of Reference are minimum requirements. If they have the latest or the valid and current certifications, that would be better.
On the Manufacturer's Requirements, are those for Desktop Computers only or do they also need to provide those for the UPS?	UPS is not included.
<b>Procurement of Enterprise Backup Software for the DENR-CO</b>	
<p>The prospective bidder requested to rephrase and clarify the following on the Terms of Reference (TOR):</p> <p>Item No. 26 <i>"Have ability preboot execution environment (PXE)."</i></p> <p>Item No. 19 <i>"Must have ability to automate recovery process."</i></p>	This is noted and will be reflected on the SBB No. 1.
<p>On Item No. 21 of the TOR: <i>"Must support legacy operating system platform such as Windows XP and later."</i></p> <p>Is Windows XP still being used by the DENR at present?</p>	Windows XP is still being used in various Field Offices of the DENR.

- Before the presiding officer terminate the discussion for each, all bidders were informed that they can still submit additional queries through email, phone call and/or telefax on or before 04 December 2020, 12:00 NN.

#### V. ADJOURNMENT


There having no matters to discuss, the BAC meeting was adjourned at 3:00 PM.

Prepared by:



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

Noted by:



**MARCIAL C. AMARO, JR., CESO III**  
Assistant Secretary for Policy, Planning and  
Foreign Assisted and Special Projects &  
Chairperson, Bids & Awards Committee