Republic of the Philippines
PEOPLE'S TELEVISION NETWORK, INC.
PTNI Broadcast Complex, Visayas Avenue, Diliman, Quezon City
3453-7439 \ http://ptni.gov.ph/procurement/ \ ptnibac2015@gmail.com

MINUTES OF THE PRE-BID CONFERENCE
28 January 2020, Tuesday, 10:00 AM

Supply, Delivery, Testing, Integration, Training and Commissioning of TV Broadcast I.T Equipment with Complete Accessories for the Mindanao Media Hub of the People's Television Network, Inc. (PTNI)
ITB NO. 2020-0001

Present were

BAC Members
1) Nestor A. Racelis - Vice Chairperson
2) Regina T. Celestre
3) Felomena T. Arroyo

Technical Working Group (TWG)
1) Cyril F. Collao
2) Hilario B. Maltu
3) Angelito R. Salazar
4) John Jonathan B. Diamante

Secretariat
1) Claress V. Montojo
2) Joko J. Pinlac
3) Virgel C. Naypa
4) Joed R. Vendil

Project Management Office (PMO)
1) Marjorie S. Clavio
2) Dennis A. Dela Cruz
3) James Gerald C. Dumbrique
4) Joy C. Quinton
5) Wesley A. Dahili

Observer
1) Dariel Hong – Mustard Seed System Corp
2) Maan Hermano – BMH Systems Solution Inc.

The Pre-bid Conference for Supply, Delivery, Testing, Integration, Training and Commissioning of TV Broadcast I.T Equipment with Complete Accessories for the Mindanao Media Hub of the People's Television Network, Inc. (PTNI) or ITB No. 2020-0001, held at BAC Secretariat/Project Management Office, 3rd Floor, was called to order at 10:26 AM of 28 January 2020, and was presided by Vice Chairman Racelis.

1. Business Matters
   - Presentation of the procurement schedule
     - Bidder's submission of queries - January 28-29, 2020
     - Last day for answering queries - January 30-31, 2020
     - Bid Opening - February 10, 2020 (10:00 AM)

   - Mr. Hilario Maltu presented the Bidding Documents. He elaborated some provisions such as:

     - Invitation to Bid
       - Approved Budget for the Contract: Ten Million Pesos (Php 10,000,000.00)
       - Completion of project: within Ninety (90) Calendar Days from the receipt of Notice to Proceed
       - Bidders should have completed, within Five (5) years from the date of submission and receipt of bids, a contract similar to the project.

- Instruction to Bidders
  - The committee reminds the prospective bidders to carefully read and follow the instruction in this section.
  - The committee also reminds the requirements of Joint Venture Agreement (JVA)

- Bid Data Sheet (BDS)
  - Similar contract will refer to Supply, Delivery, Testing, Integration, Training and Commissioning of Broadcast Equipment or I.T Equipment.
  - The committee stressed as stated in 12.1(a) of BDS that the PhilGEPS Registration should be a Platinum Certificate and also the Duly Notarized Secretary Certificate or Special Power of Attorney to be attached on the Omnibus Sworn Statement

- Technical Specification Requirement
  - Explained the Track Record Certifications
  - In 4.0 General Requirements, third paragraph,
    "The Bidder shall make necessary ocular and inquiry about Enterprise Resource Planning (ERP) inter-connection to the system of PTNI for integration concerns."

    The committee cleared that no site inspection is required for this project.
  - Mr. Cyril also explained 1.5 of Scope of Work
  - The committee encourage the prospective bidders to read and study the technical specification to avoid disqualification.

- Bidding Forms
  - The Committee reminded bidders to follow the prescribed bidding forms and follow the instruction on how to fill it up to avoid disqualification.

The representatives were requested to send their queries in writing and send them to the official email address of the BAC, ptnibac2015@gmail.com.

There being no comments/reactions from the prospective bidders, the pre-bid conference was adjourned at 10:59 AM.

Prepared by:

JOKO I. PINLAC
BAC Secretariat

Attested by:

NESTOR A. RACELIS
Member

REGINA T. CELESTRE
Member

FELOMENA T. ARROYO
Member