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, 2:00 PM

Supply, Delivery, Testing, Integration, Training and Commissioning of News Production Editing System with Complete Accessories for the Mindanao Media Hub of the People's Television Network, Inc. (PTNI)
ITB NO. 2020-0002

Present were

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

Technical Working Group (TWG)
1) Darius L. Dela Cruz
2) Cyril F. Collao
3) Hilario B. Maltu
4) Angelito R. Salazar

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

Bidder
1) Rommel Katipunan – Composite

Observer
1) Maan Hermano – BMH Systems Solution Inc.

The Pre-bid Conference for Supply, Delivery, Testing, Integration, Training and Commissioning of News Production Editing System with Complete Accessories for the Mindanao Media Hub of the People's Television Network, Inc. (PTNI) or ITB No. 2020-0002, held at BAC Secretariat/Project Management Office, 3rd Floor, was called to order at 2:20 PM 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 (2:00 PM)

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

     - Invitation to Bid
       - Approved Budget for the Contract: Twenty Five Million One Hundred Thousand Pesos (Php 25,100,000.00)
       - Completion of project: within Ninety (90) Calendar Days from the receipt of Notice to Proceed
       - Bidders should have completed, within Three (3) 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.

- Bid Data Sheet (BDS)
  - Similar contract will refer to Supply, Delivery, Testing, Integration, Training and Commissioning of Broadcast Equipment or Editing Equipment.
  - 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

- Special Conditions of Contract (SCC)
  - Project Site is in Mindanao Media Hub Along Carlos P. Garcia Highway, Diversion Road, Bangkal Davao City
  - Required inspections and/or tests stated in 16.1 of SCC

- Technical Specification Requirement
  - The Committee explained the Track Record Certifications
  - 4.0 General Requirements, where it was mentioned that this project will require ocular inspection, and agreed to consider the ocular inspection of those bidders who already inspected the site.
  - Explained the conditions of training.
  - 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.

Noted comments/reactions from the Representatives and bidders:

COMMENTS	RESPONSE DURING PRE-BID
In Technical Specifications, Item 8 Journalist Desktop Computers with License Software Do you only require OS? No Office?	Yes, only OS
In Technical Specifications, Item 4 Network Attached Storage (NAS) Is this only network attached not for production?	Yes
In Technical Specifications, Item 16 License Software May I clarify if all of it should be in every workstation?	Yes
In Technical Specifications, Item 16 License Software All of the licenses are for editing workstation and for notebook with editing, so it will be 12 & 6?	Yes, 12 + 6
Regarding on the Delivery and Inspection, it will be on Davao right?	Yes, in Mindanao Media Hub

How many members are there in inspection team?	Same number from the previous projects of MMH
How many trainees?	Mostly 10 trainees.
Clarification in Technical Specification Requirements, 1.1 Government Permits and Clearances Do we need to submit those documents aside from PhilGEPS Certificate of Registration	Yes, in case the PhilGEPS Certificate of Registration is not updated.
In Track Record Certifications The bidder must exhibit that it has accomplished the same or similar project within the past three (3) years. Is ongoing project allowed?	No, it should be completed project
In Technical Specification Requirement, Proposed Central Editing for Production Is that the final diagram?	Conceptual only.

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 other matters, the pre-bid conference was adjourned at 2:55 PM.

Prepared by:

JOKO J. PINLAC
BAC Secretariat

Attested by:

NESTOR A. RACELIS
Member

REGINA T. CELESTRE
Member

FELOMENA T. ARROYO
Member