

MINUTES OF THE NEGOTIATION CONFERENCE

26 February 2020, Wednesday, 10:00 AM

Supply, Delivery, Testing, Integration, Training and Commissioning of TV Broadcast IT Equipment with Complete Accessories for the Mindanao Media Hub of the People's Television Network, Inc. (PTNI)
ITB NO. 2020-0007N

Present were

BAC Members

- 1) Nestor A. Racelis – Vice Chairperson
- 2) Regine T. Celestre
- 3) Elenita L. Directo
- 4) Felomena T. Arroyo

Technical Working Group (TWG)

- 1) Darius L. Dela Cruz
- 2) Cyril F. Collao
- 3) Hilario B. Maltu
- 4) Angelito R. Salazar
- 5) 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) Joy C. Quinton
- 3) Wesley A. Dahili

End-User

- 1) Justine De Leon

Prospective Bidder

- 1) Ronnel Puno – Benchmark Broadcasting System

The Pre-bid Conference for Supply, Delivery, Testing, Integration, Training and Commissioning of TV Broadcast IT Equipment with Complete Accessories for the Mindanao Media Hub of the People's Television Network, Inc. (PTNI) or ITB No. 2020-0007N, held at BAC Secretariat/Project Management Office, 3rd Floor, was called to order at 10:23 AM of 26 February 2020, and was presided by Vice Chairman Racelis.

1. Business Matters

- Presentation of the procurement schedule
 - Negotiation Conference - February 26, 2020
 - Submission of Best Offer - March 4, 2020 (10:00 AM)
- Mr. Darius Dela Cruz presented the Bidding Documents. He elaborated some provisions such as:
 - Checklist of Eligibility and Technical Documents for Submission
 - Presented the checklist that will be used on the submission of best offer.
 - Reiterate the instruction on preparing the bid tender.
 - Invitation to Bid
 - Approved Budget for the contract is Ten Million Pesos (Php 10,00,000.00)
 - Completion of project is Ninety (90) calendar days from the receipt of Notice to Proceed (NTP).

- Bid Data Sheet
 - Similar contracts will refer to Supply, Delivery, Testing, Integration, Training and Commissioning of Broadcast Equipment and/or IT Equipment.
- Special Conditions of the Contract
 - The Project Site is in People’s Television Network, Inc. Mindanao Media Hub Along Carlos P. Garcia Highway, Diversion Road, Bangkal, Davao City
 - The inspections and tests that will be conducted are:
 1. Power Test
 2. Connectivity Test from Davao to Manila using VPN
 3. Connectivity of Biometrics from Davao to Manila
 4. Testing of Data Transfer from Davao to Manila Vice Versa
- Technical Specification
 - Elaborated item 2.0 Track record certifications;
 - General Requirements
 - Scope of work
- The Committee remind that there is a bill of materials that is required to submit, as written in technical specification item 4.0 general requirements.
- The prospective bidder was requested to follow the prescribed Bidding Forms.
- Mr. Dela Cruz note that site inspection is not required but reminded that the wiring will be placed in different offices and is separate from the other projects, so it is recommended to still visit the site.
- The Prospective Bidder gives an overview of their company.
- During the conference the committee request to have an executive meeting.

Noted comments/reactions from the Representatives and bidders:

COMMENTS	RESPONSE DURING CONFERENCE
PROSPECTIVE BIDDER: with regards to PhilGEPS Certificate, may I clarify if the company is not a PhilGEPS Member or if the company has no PhilGEPS Certificate?	TWG: If the company has no PhilGEPS Certificate during the submission of bid offer, they may submit the Class “A” documents, then during evaluation the bidder should submit the Certificate.
TWG: The existing biometrics here in PTV Manila should connect to the biometrics of PTV Mindanao Media Hub, we will provide the contact of the provider.	PROSPECTIVE BIDDER: Okay.
PROSPECTIVE BIDDER: So if ever there is a need for configuration the provider of biometrics will be responsible for it?	TWG: Yes and you are responsible for connectivity.
PROSPECTIVE BIDDER: Are you going to provide the rack?	TWG: There is assigned rack for this project in the central equipment room, provided that there is a standard requirement for cable loom, layout, and cable tray.
PROSPECTIVE BIDDER: Can you provide the site picture where to install the equipment that we can use for reference?	TWG: Sure

TWG: Just to inform, the plug in the central equipment room is C14, you will provide the C13	PROSPECTIVE BIDDER: Noted
PROSPECTIVE BIDDER: May I clarify with regards to the goods we are going to declare, what if we bought the items abroad but we are the one who will provide it here locally, do we still need to put it in the form "Goods from abroad"?	TWG: Yes, put it in the forms "Goods from Abroad" but if the goods is from abroad but you bought it on the local supplier here in the Philippines it will fall on the form "Goods offered from within the Philippines".
PROSPECTIVE BIDDER: With regards to the Bill of Materials, does the manufacturing date of the item need to be declare on our bid proposal?	TWG: Yes, as stated in the General Requirements item 4.0, you will need to provide the details of make, model and year of manufacture of all the offered items in the bidder's Bill of Materials.
PROSPECTIVE BIDDER: There is no template of Bill of Materials?	TWG: Yes, there is no prescribed template of Bill of Materials
TWG: Can you give us a system workflow where we can monitor and have access on diagnostics?	PROSPECTIVE BIDDER: Yes
TWG: If you can, could you also give us admin (laptop) that we can use on the additional workflow	PROSPECTIVE BIDDER: We will see, if we can Sir.

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 11:48 AM.


Prepared by:



JOKO J. PINLAC
 BAC Secretariat

Attested by:


NESTOR A. RACELIS
 Member


REGINA T. CELESTRE
 Member


ELENTA L. DIRECTO
 Member


FELOMENA T. ARROYO
 Member