

BIDS AND AWARDS COMMITTEE
Minutes of the Meeting

February 20, 2019 at 9:00 A.M.

Minutes of the Pre-bid Conference for the Contract on the Supply, Delivery, Installation, and Commissioning of Supervisory Control and Data Acquisition (SCADA) and Programmable Logic Controller

Present:

Atty. Dante A. Arcangeles - BAC Chairperson
Engr. Zaldy A. Lacson - BAC Vice-Chairperson
Engr. Joecel B. Belvis - BAC Member
Jesserie O. Clorion - BAC Member
Shalmahr B. Vito - Head, BAC TWG
Engr. Ereneo D. Gregorio - TWG Member
Marjorie A. Dela Cruz - Head, BAC Secretariat
John Francis P. Roldan - BAC Secretariat
Criselda D. Fonte - BAC Secretariat
Anna Rhea R. Basilonia - BAC Secretariat

Absent:

Bobby J. Dela Cruz - BAC Member

Other Present:

Engr. Jesus F. Bacuta - End-User, Project Planning & Development Officer, Planning and Design Division
Dianne Villareal - Sales Representative, Innovative Controls Inc.
Kier Lobaton - Technical Engineer, Innovative Controls Inc.
Henry L. Generato - Sales Representative, P.T. Cerna Corporation
Jason B. De Vera - Technical Engineer, P.T. Cerna Corporation
Jorge Ponce - Industrial Automation, P.T. Cerna Corporation
Harold Dy - Sales Representative, Arizona Integrated Technology, Inc.
Jessie Concejo - Sales Representative, Arizona Integrated Technology, Inc.
Demetrio Estellero - President, Prince Valiant Int'l. Corp.
Shannon Estellero - Sales Representative, Prince Valiant Int'l. Corp.

Declaration of Quorum:

The Chairman called the Meeting to Order at 9:00 A.M.

Upon determination of the BAC Secretariat that majority of members are present, she announced that there was a Quorum.

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The meeting started with a prayer led by the BAC Chairperson.

The BAC, then proceeded to transact its business for the Pre-bid Conference for the Contract on the Supply, Delivery, Installation, and Commissioning of Supervisory Control and Data Acquisition (SCADA) and Programmable Logic Controller with an Approved Budget for the Contract (ABC) of Six Million Pesos Only (PhP6,000,000.00). The requesting unit is Planning and Design Division. The Committee recommended for board approval to conduct public bidding through BAC Resolution No. 014-2019 and was subsequently approved by the virtue of BOD Resolution no. 19 dated January 29, 2019

Proceedings:

- Atty. Arcangeles, BAC Chairman instructed the Secretariat to introduce the representatives present during the pre-bid conference.
- Miss Dela Cruz requested the supplier's representative to introduce themselves.
- The representatives from Prince Valiant International Corp., Arizona Integrated Technology, Inc., Innovative Controls Inc., and P.T. Cerna Corporation introduced themselves.
- The Chairman apprised the purpose of pre-bid conference is for the prospective bidder's to entertain any clarification for the procurement project so that the BAC can deliberate the matter and issue an addendum if needed. The former encourage the bidder's representative to raised questions if they have something to be clarify regarding the requirements.
- As requested by the Chairman, Miss Dela Cruz gave some updates on procurement at hand.
- The Head of the BAC Secretariat updated the Committee that the invitation letter was send dated February 4, 2019 to three prospective observers, namely: Ms. Llane A. Dalisay- COA State Auditor IV, Engr. Edgar D. Agana- President Institute of Civil Engineers, and Mr. Ronnie V. Buncalan - President Kiwanis Club of Roxas City. The invitation letters was accordingly received by the addressee but none from them are present. Only one prospective bidder purchased the bidding documents last February 14, 2019 and that was Arizona Integrated Technology Inc. and AP Product Philippines, Inc.
- The Secretariat confirmed to the BAC Chairman the presence of representative from Arizona Integrated Technology Inc. and AP Product Philippines, Inc.
- As directed by the Chairman, the Committee took up the Invitation to Bid page 1 and 2.
- The Chairman read out the schedule of activities, hearing no comments on the ITB, the Committee proceeded to Checklist of Requirements for Bidders

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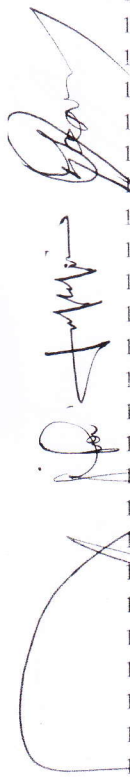
but before reading out the first envelope (technical proposal), Atty. Arcangeles reminded that the delivery period is within 150 calendar days upon receipt of the Contract, Purchase Order, and Notice to Proceed.

- Subsequently, Atty. Arcangeles read out in detail all eligibility requirements 1 to 9, having no comments, the Committee proceeded to technical requirements no. 10 to 25.
- The Chairman suggested during review and scrutiny of technical requirements, it must relate to technical specification, for reference is the attached purchase request where bidders can find technical specifications of the procurement project and anything to be clarified will eventually indicated in the component of technical specification and requirements stated in the checklist of requirements, bidder's may raise concern thereto.
- The Chairman invited the committee and the bidders to review Technical Requirements no. 19 - "Two (2) years Warranty Certificate free of charge for software, program, and design upgrading after commissioning."
- After reading out Technical Requirements no. 19, Atty. Arcangeles asked if bidders can comply the said requirements
- PT Cerna's representative asked if the upgrading is changing the program or adding some controls groups. He also gave a follow-up question by citing an example that if ever there is lacking, was it's free if the request of procuring entity is for upgrading, and if additional control is included in upgrading.
- Thereafter, Arizona Integrated Technology representative asked a related question of PT Cerna representative. The prospective bidder would like to clarify either hardware or software will be upgraded because if it is hardware there will be an additional cost.
- Atty. Arcangeles gave an authority to Engr. Bacuta to answer the queries.
- Engr. Bacuta informed that only Engr. Salazar can answer the queries of the prospective bidders.
- Atty. Arcangeles explained with regards to upgrading whatever idea be added within 2 years, however, the Committee will review the said requirement.
- In response to P.T. Cerna's query on Technical Requirements no. 10, Atty. Arcangeles answered that it is the manufacturer who will issue an ISO Certificate.
- Atty. Arcangeles asked the prospective bidders if they are amenable to Technical Requirements No. 21 "Certification from the bidder to conduct Free Intensive Training for all Operators, Engineers, and Technicians after Commissioning."

Handwritten signatures and initials on the left margin, including a large signature that appears to be 'Engr. Bacuta' and other initials.

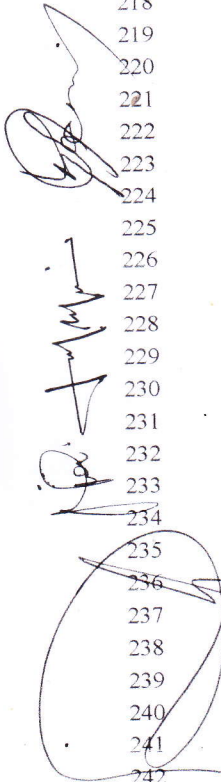
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- Representatives of various supplier are responsive to Technical Requirement No. 21
- Subsequently, Atty. Arcangeles read out Technical Requirements No. 22 "Certification from the bidder to conduct Free In-house Programming Training for Engineers and all concerned personnel."
- All prospective bidders conformed the above mentioned requirement.
- Atty. Arcangeles read out Technical Requirements No. 23 "Certification from the bidder to provide forty-eight (48) hours response time when called out during warranty period." The Chairman explained the intention of the said requirement is to provide response time without going to site via phone call alone.
- P.T. Cerna representative asked if in case of Joint Venture if both parties will submit the NFCC.
- In answered to PT Cerna's query, Atty. Arcangeles informed that there was a the Implementing Rules and Regulation to guide. The Chairman also apprised that not all documents be submitted and referred to Section 23.1 (b) of RA 918. All Class "A" documents must be submitted by the each partner, however, the bidder who will be joining the bidding will comply other requirements.
- Representative from Prince Valiant asked the requirements if their partner is a foreign bidder.
- The Chairman encourage the representative of Price Valiant Int'l. Corp. to join within its local company itself, however, Price Valiant find it hard to comply on the specification upon implementation of project because its foreign partner will implement.
- Prince Valiant representative informed that the Certifications will be issued by their foreign partner.
- Prince Valiant representative inquired regarding the Single Largest Completed Contract (SLCC) as required in Eligibility Requirement No. 4. The SLCC will be submitted by their foreign partner because they don't have a SLCC with is equivalent of the 50% of the ABC.
- PT Cerna's representative asked the Committee if the on-going contract will be a reference for SLCC.
- Atty. Arcangeles answered that the SLCC must be a completed contract.
- The Committee proceeded to second envelope (Financial Proposal).
- PT Cerna representative asked the distance coordinates.



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- Engr. Bacuta answered it will provide to Google Earth and be made available to bidder's.
- The Committee encourage the bidders to have a site visit to be accompanied by Engr. Bacuta.
- Innovative Representative asked if all field instrument specified was already installed in the site, if there's to be added, or none.
- According to Engr. Gregorio, all field instrument was already installed but there are non-functional instrument, hence, plant visit is necessary.
- P.T. Cerna's representative opined to conduct site visit to know if the instruments are working or not. Then he asked some clarification if after inspection, it was determined that the said instrument is not working.
- The Chairman answered the query of PT Cerna representative that under technical specification 4.14 " Supplier shall conduct instrument audit to confirm the status of all field instruments." while on technical specification 4.15 "Supplier shall submit detailed report after the audit." on the day of bid opening as part of the submittal.
- Subsequently, Atty. Arcangeles clarified that only Ultrasonic level transmitter shall be supplied and the rest is only recommendation base from the output of audit.
- Arizona representative gave an output of his understanding on the technical specification. According to the representative, what was stated in the technical specification is a part of deliverable, the conduct of instrument audit is only for winning bidder and for them to make a detailed report and from that report it will be the basis of whatever to be purchase of materials by the procuring entity.
- The Chairman asked the Committee the importance of field audit.
- The Committee had discussed the necessity of field audit, if whether all prospective bidders or only winning bidder will conduct an audit. The purpose of it is for the bidder's to know beforehand the needs to be repaired in consideration of bidders financial proposal for the said project.
- To be fair to all prospective bidder's, in a unanimous decision, the Committee agreed that all prospective bidder's must have a site inspection of all fields instruments and project coordinates.
- The Chairman requested Engr. Bacuta and Engr. Gregorio to assist the prospective bidder's in the site inspection.
- Thereafter, the Committee agreed to issue an addendum for site inspection.



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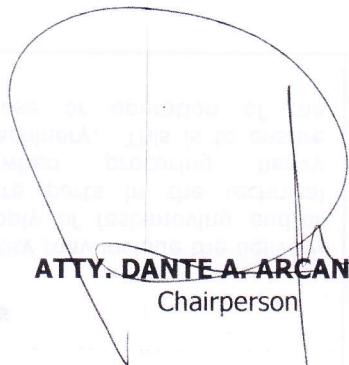
- The Chairman termed the field audit as ocular site inspection to check the distance and status of the equipment.
- The Chairman informed that the "Audited Detailed Report" must be submitted by the winning bidder.
- In answer to the query of PT. Cerna's representative, Atty. Arcangeles informed that the detailed audit report will guide the procuring entity. The calibration will be done by the supplier and not part of the project.
- PT. Cerna's asked the technical requirements no. 4.6 if they can deliver a PC equivalent to specification because the features stated is for specific brand in particular the Baytrail J1900 4-Core CPU.
- The Chairman reminded the bidders that the Committee is independent, the forum is being conducted to hear the bidders but the end of the day the Committee will decide the final requirements. Atty. Arcangeles also informed that the specifications was given by the end-user and data stated is the need of the end-user.
- Atty. Arcangeles informed the bidder's that the Committee to deliberate the technical specification 4.6 regarding the reference of brand name.
- As requested by the Chairman, the Secretariat recapitulated the addendum to be issued and read as "Certification issued by Metro Roxas Water District that the bidder has conducted a site inspection of all field instrument and project site coordinates."
- The meeting adjourned at 10:40 A.M.

Prepared by:



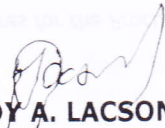
MARJORIE A. DELA CRUZ
Head, BAC Secretariat

APPROVED BY:



ATTY. DANTE A. ARCANGELES
Chairperson

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ENGR. ZALDY A. LACSON
Vice-Chairperson

(ABSENT)
BOBBY J. DELA CRUZ
Member


ENGR. JOECEL B. BELVIS
Member


JESSERIE O. CLORION
Member

