



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

MINUTES OF MEETING
Pre-Bid Conference
Project: Purchase of Nutritious Food Products for SY 2023-2024 School Based Feeding Program (3 Lots)

Date and Time: June 23 at 9:00AM
Venue: DepEd SDO Bataan Library Hub

Present were:

Bids and Awards Committee:

| | | |
|------------------------------|---|----------------|
| William Roderick R. Fallorin | - | Chairperson |
| Jacqueline C. Tuazon | - | Regular Member |
| Edgar E. Garcia | - | Regular Member |
| Mar-Elen Fe G. Reñosa | - | Regular Member |

BAC Secretariat:

| | | |
|-------------------|---|-------------|
| Lorena Inlong | - | Chairperson |
| Charito De Guzman | - | Member |
| Romina Velasco | - | Member |
| Jacqueline Rivera | - | Member |

Technical Working Group:

| | | |
|----------------------------|---|-------------|
| Romeo M. Layug | - | Chairperson |
| Engr. Merck Bryan Gragasin | - | Member |
| Ray Q. Cruz | - | Member |

Inspectorate Team:

| | | |
|--------------------------|---|--------|
| Ethel Joyce T. Bartolome | - | Member |
| Dominique J. Viray | - | Member |

Bidders:

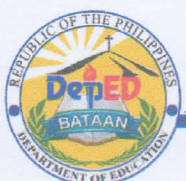
| | | |
|--------------------|---|---|
| Aileen Cajucom | - | MB Cajucom Gen. Mdse |
| Crisabel Manliclic | - | Golden Solutions Consumer Goods Trading |
| Shirley Adarna. | - | EDCT Food Services/Food Basket |
| Enrico Rigor | - | Enmiri Corp |

Others:

| | | |
|-----------------------|---|---------------------|
| Luisa Salaya | - | Boyscout- Bataan |
| Ma. Lourdes DJ. Gabay | - | Nurse II- Proponent |
| Evelyn V. Mendoza | - | EPS-TLE |

Highlights:

1. Ms. Mar-Elen Fe G. Reñosa, EPS I, BAC Member called the Pre-Bid Conference to order at 9:05 AM;
2. Ms. Jacqueline C. Tuazon led the prayer.
3. Ms. Reñosa discussed the details of the project which are as follows:



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a. Project Description

| Project Description | Location | ABC (Php) | Duration |
|--|----------|----------------------|----------|
| Purchase of Nutritious Food Products for SY 2023-2024 School Based Feeding Program (Lot 1) | Bataan | P9,145,818.00 | 82 days |
| Purchase of Nutritious Food Products for SY 2023-2024 School Based Feeding Program (Lot 1) | Bataan | P9,700,110.00 | 82 days |
| Purchase of Nutritious Food Products for SY 2023-2024 School Based Feeding Program (Lot 1) | Bataan | P2,771,460.00 | 82 days |

- b. The bank account and the gmail account of DepEd Bataan at bataan@deped.gov.ph through which they can purchase bid documents amounting to P10,000.00 for Lot 1 and 2 and P5,000.00 for Lot 3 were provided to the bidders;
 - c. The deadline of submission of bids is on July 5, 2023, at exactly 8:30AM, and submissions beyond that will no longer be considered;
 - d. The opening of bids will also be on July 5, 2023, 9:00AM at DepEd SDO Bataan Conference Hall; and
4. After presenting the details of the project, Ms. Reñosa discussed the technical and eligibility documents, to wit:

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

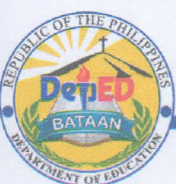
Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
and
- (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections

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- 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (i) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (j) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

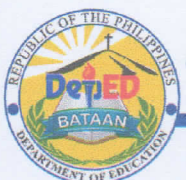
- (l) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
or
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.
- (m) If not applicable, stating **Joint Venture Agreement (JVA)** is not applicable should be attached.

II. FINANCIAL COMPONENT ENVELOPE

- (n) Original of duly signed and accomplished Financial Bid Form; **and**
- (o) Original of duly signed and accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- (p) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government



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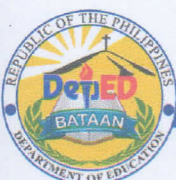
- office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (q) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.
5. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified under Section 23.4.1.2 of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 6. Ms. Reñosa stated that just like what has been practiced previously, the bid documents to be submitted by the bidder shall be placed in a mother envelope consisting of the technical component and the financial component. Inside each envelope will be two copies of the bid documents, one original and copy 1 with side tabbing;
 7. Color Coding for mother envelope was assigned as follows:
Lot 1 -Red; Lot 2 – Yellow, Lot 3 - Blue
 8. Ms. Lourdes DJ. Gabaya being the proponent enumerated/discussed the component for each lot.
 9. Ms. Reñosa asked for questions and clarifications from the bidders, after which the following were agreed upon:
 - a. Certificate of Good Performance is not required.
 - b. Reiterated that a Not Applicable Certificate of Joint Venture Agreement is required to avoid disqualification during the opening of bids.
 10. The meeting was adjourned at 9:32 A.M.

Prepared by:


LORENA L. INLONG
Chairperson, BAC Secretariat

Noted:


WILLIAM RODERICK R. FALLORIN
Chairperson
Bids and Awards Committee



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