

Republic of the Philippines
Province of Pangasinan
CITY OF ALAMINOS
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BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING
August 1, 2018 2:00 PM
Budget Office

Attendance:

Present:

BAC

- MS. ROWENA F. RUIZ - City Budget Officer
- ENGR. ROEL N. CAMBA - City Engineer
- MRS. ARCELI B. TALANIA - City Agriculturist
- MRS. WILMA B. NERI - City Government Department Head I
- MRS. MARINA P. TERRADO - City Assessor (Alternate Member)
- DR. MA. VICTORIA O. CARAMBAS - City Health Officer (End User Member)

SECRETARIAT

- MRS. SHIRLEY R. DELA CRUZ - City Treasurer
- PAMELA G. RAOET - Supervising Administrative Officer
- MARIE GRACE F. ATIENZAR - Local Revenue Collection Officer III
- BEVERLY N. CAMBA - Administrative Officer V
- ROWENA M. ATIENZA - Sr. Administrative Asst. II
- ROGIELYN C. REINOSO - Administrative Asst. VI
- MARY JANE B. OBILLO - Administrative Asst. IV
- MARICEL RAMOS - Administrative Officer V

TWG

- VANGELINE J. TOLENTINO - Accountant III
- ROLEVER C. BERNABE - Executive Asst. IV
- MARIANITO R. ASTRONOMIA - Supervising Administrative Officer

BIDDERS/REPRESENTATIVES

- ALMA DELA CALZADA - Gulf Med Enterprises
- ACKER BAUTISTA - CGMP Medical Distributors
- JEAN ESTONEDO - CGMP Medical Distributors
- KAT PUNSALANG - Ercyn Enterprises
- CYNTHIA ALVIZ - Ercyn Enterprises
- DIGNA MALLARI - Jousenn Trading Co.

Absent:

BAC

- MRS. IMELDA M. RUIZ - City Social Welfare and Development Officer

SECRETARIAT

- NELSON M. ABARRA - Driver II

AGENDA:

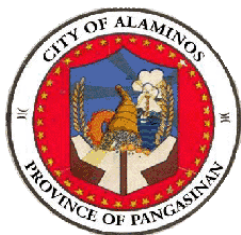
1. PRE-BID CONFERENCE

A. CONSTRUCTION OF MULTI-PURPOSE BUILDING AT QUIBUAR ELEMENTARY SCHOOL, BRGY. QUIBUAR, ALAMINOS CITY, PANGASINAN AMOUNTING TO P 1,100,000.00

ELIGIBILITY REQUIREMENTS:

Comply with the Checklist provided by the BAC Secretariat

No of Prospective Bidders who logged in at Philgeps Website (at the time of Pre-bid Conference)	Two (2) prospective bidders a. Samantha Enterprises b. Safecon Builders and Trading
No. of Prospective Bidders who attended the Pre-Bid Conference	NONE



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B. PROCUREMENT OF MEDICINES FOR THE SENIOR CITIZENS, ADULT-PHC AND PEDIA-PHC OF ALAMINOS CITY, PANGASINAN AMOUNTING TO P 1,253,362.72

ELIGIBILITY REQUIREMENTS:

Comply with the Checklist provided by the BAC Secretariat

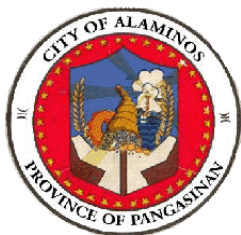
No of Prospective Bidders who logged in at Philgeps Website (at the time of Pre-bid Conference)	Eleven (11) Prospective Bidders a. Roymed Pharmaceutical b. Eliset Pharmaceutical, Inc. c. Cedemed Pharma Distributor d. SGS Healthcare Co. e. Elohim Pharma f. Mount Sinai Scientific and Pharmaceutical Supply g. Jousenn Trading Company h. MG Prime Pharmaceutical, Inc. i. CGMP Medical Distributors j. Gulf Med Enterprises k. Ercyn Enterprises
No. of Prospective Bidders who attended the Pre-Bid Conference	Four (4) Prospective Bidders a. Jousenn Trading Company b. CGMP Medical Distributors c. Gulf Med Enterprises d. Ercyn Enterprises

NOTES FROM THE PRE-BID CONFERENCE

- ✦ Expiration – from within 3-5 year period to not less than 18 months upon delivery.
- ✦ Bid Security – shall be in any of the prescribed form
- ✦ Bidding Documents and arrangement – follow what is provided in the checklist. The documents should be ring-binded.
- ✦ Sealing – 10 envelope system
- ✦ Time – Official time to be followed is the time at the City Budget Office’s wall clock.
- ✦ Standard Forms – Bidders may opt to use their own standard form as long as it is in the format prescribed by the GPPB. Bidders may request soft copy of the bidding documents to the BAC Secretariat.
- ✦ Further questions after the pre-bid conference – All other questions shall be made in writing.
- ✦ Submission of Certificate of Product Discretion – This document is not a part of the bidding documents but form part of the billing documents instead. Since the COA requires for the submission of this document, this will be submitted when the winning bidder bills the goods delivered.
- ✦ Clarifications on the medicines requested – The items are with the Philippine Formulary
- ✦ Aftersales / warranty – applicable only to appliances since the medicines have expiration date.
- ✦ Awarding mode – Shall be on per lot basis. Blank on line items shall mean non-complying while 0 on line items shall mean that the supplier is giving the item to the Procuring Entity (PE) for free.
- ✦ Reminders – the BAC reminded the prospective bidders to read carefully the BDS, Invitation to Bid and the Instruction to Bidders carefully
- ✦ Notes on the Technical Specs – Shall be put into a Supplemental Bid Bulletin.

2. PURCHASE REQUESTS FOR BAC ACTION

No.	PR No.	Title	Amount	Mode of Procurement	End-User / Remarks
2.1	18-07-0854	Procurement of Motorcycles to be used for various operations of the City Government of Alaminos, Pangasinan	₱ 405,000.00	Negotiated Procurement Small Value Procurement Sec. 53.9	City Mayor's Office & BPLO
2.2	18-07-0855	Repair and maintenance of Starex van (SJP 576), Alaminos City, Pangasinan	₱ 183,646.36	Negotiated Procurement Small Value Procurement Sec. 53.9	City Mayor's Office
2.3	18-07-0856	Procurement of PWD Identification Card to be used by person's With Disability beneficiaries, Alaminos City, Pangasinan	₱ 5,000.00	Shopping A (with canvass) Section 52.1.a	CSWD
2.4	18-07-0857	Procurement of training materials for community based disaster risk reduction & mgt training for brgyvolunteers batch 2, Alaminos City, Pangasinan	₱ 19,724.00	Shopping A (with canvass) Section 52.1.a	CDRRMC



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 -o0o-
BIDS AND AWARDS COMMITTEE

No.	PR No.	Title	Amount	Mode of Procurement	End-User / Remarks
2.5	18-07-0858	Labor and materials for the construction of stage with CR at New Brgy. Plaza, Brgy. Tangcarang Alaminos City, Pangasinan	₱ 980,969.61	Public Bidding	CEO
2.6	18-07-0859	Procurement of various IT Accessories to be used at City Assessor's Office, Alaminos City, Pangasinan	₱ 25,110.00	Shopping A (with canvass) Section 52.1.a	CAssO.
2.7	18-06-0789	Snacks served to guests and visitors of the City Government of Alaminos, Pangasinan	₱ 38,500.00	Shopping A (Direct Payment) Sec. 52.1.a (with canvass)	City Mayor's Office

3. OPENING OF CANVASSES

3.1 Title: **Procurement of 1 unit Projector for the office of the Sangguniang Panlungsod, Alaminos City, Pangasinan**
 ABC ₱ 85,500.00 Implementing Office: City Vice Mayor's Office PR No. 18060779

Name of Bidder / Supplier	Amount (Php)
F & N ENTERPRISES & GEN. MERCHANDIZE	78,900.00

4. OTHER MATTERS (ADDITIONAL PURCHASE REQUESTS FOR BAC ACTION)

No.	PR No.	Title	Amount	Mode of Procurement	End-User / Remarks
4.1	18-07-0870	Procurement of various computer inks to be used by city government of Alaminos, Alaminos City, Pangasinan	₱ 339,225.00	Negotiated Procurement Small Value Procurement Sec. 53.9	CGSO

Adjournment.

The meeting adjourned at 2:45 PM.

Prepared by:

(Sgd.) MARIE GRACE F. ATIENZAR
 LRCO III
 Member – BAC Secretariat

Approved by:

Sgd.) MS. ROWENA F. RUIZ
 City Budget Officer
 Chairperson – Bids and Awards Committee