



**MINUTES OF MEETING OF BIDS AND AWARDS COMMITTEE FOR THE PRE-BID RE:
 EARLY PROCUREMENT OF QUARTER MASTER SUPPLIES FOR BFP-CAR HELD
 AT THE ORD CONFERENCE ROOM, BFP-CAR, 1C 106 G1 BRGY. BETAG, LA
 TRINIDAD, BENGUET, REGIONAL OFFICE ON 1000H NOVEMBER 27, 2020**

I. ATTENDEES:

PRESENT:

RBAC MEMBERS

SUPT FLOYD T TOYOKAN	-	Chairperson
CINSP NESTOR C GORIO	-	Vice Chairperson
CINSP EDISON F PINO	-	Member
SINSP MARK ANTHONY P DANGATAN	-	Member
SINSP JANAH T CHUMAWAR	-	Member

RBAC TWG

SINSP MARY GRACE M BALAO-AS	-	Chairperson
FO3 Chester F Wadsilang	-	Member

RBAC Secretariat

INSP JERIC W RAMOLETE	-	Head Secretariat
FO2 Jessica S Taron	-	Assistant Head Secretariat
FO2 Romeo U Licyayo Jr	-	Member

OBSERVERS

SINSP KATHERINE B ALBINO	-	Logistics Division Representative (End -user)
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ABSENT:

RBAC MEMBERS

CINSP MA THERESA A ALQUEZA	-	Member
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RBAC TWG

SFO2 Reynaldo D Pagnas	-	Member
FO1 Ossee E Paatan	-	Member
FO1 Viverlyn G Fonsica	-	Member

RBAC SECRETARIAT

FO2 Maricel L Natiggi	-	Member
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II. AGENDA:

1. Pre-bid conference for the Early Procurement of Quarter Master Supplies for BFP-CAR; and

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62 2. Other matters.
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64 **III. RECORD OF THE PROCEEDINGS:**
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66 1. SUPT FLOYD T TOYOKAN, Chairperson, Regional Bids and Awards
67 Committee called the meeting into order at 1000H at ORD Conference Room, BFP-CAR,
68 1C 106 G1 Brgy. Betag, La Trinidad, Benguet on November 27, 2020. The meeting started
69 at 1000H in the morning.
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71 2. INSP RAMOLETE: Mr. Chairperson, our agendum for this hour is the pre-bid
72 conference of the Early Procurement of Quarter Master Supplies for BFP-CAR.
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74 3. CINSIP PINO: Mr. Secretariat, is there any supplier who is present?
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76 4. INSP RAMOLETE: Sir, the end user has invited three suppliers but none of
77 them attended.
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79 5. SUPT TOYOKAN: Ok then, Secretariat, kindly read the Committee rules.
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81 6. FO2 Licyayo: **(Reading of Committee Rules)**
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83 7. INSP RAMOLETE: With your permission Mr. Chairperson, may we proceed
84 with the pre-bid conference proper.
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86 8. SUPT TOYOKAN: May we know whether the fund for this procurement is
87 available.
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89 9. INSP RAMOLETE: Mr. Chairperson, the Procurement of Quarter Master
90 Supplies for BFP-CAR is one of our Early Procurement Activities and has a budget of One
91 Million Six Hundred Ninety-Two Thousand Pesos (Php 1,692,000.00) with funding source
92 from the GAA, National Expenditure Program 2021.
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94 10. INSP RAMOLETE: At this juncture, may we request the end-user to discuss
95 the background of the project.
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97 11. SINSIP ALBINO: **Discussing the background of the project. (presentation**
98 **of CSW and Market Study)**
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100 12. SUPT TOYOKAN: Thank you. SINSIP ALBINO. Let us proceed now to the
101 presentation of the salient features of the BID DOCUMENTS.
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103 13. INSP RAMOLETE: Okay sir. Please be informed that the advertisement for the
104 project was posted on November 18, 2020 in the following: Philgeps website, BFP-CAR
105 website and at the conspicuous place in the premise of the BFP Regional Office. **Reading**
106 **of Invitation to Bid.**
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108 14. SUPT TOYOKAN: Is there any question regarding the ITB?
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110 15. Members: All are silent.
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112 16. SUPT TOYOKAN: Let us proceed then with the Bid Data Sheet.
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114 17. INSP RAMOLETE: **Reading of Bid Data Sheet.**
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116 18. SUPT TOYOKAN: Next, Special Conditions of Contracts.
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19. INSP RAMOLETE: **Reading of Special Condition of Contract.**

20. SUPT TOYOKAN: Let us proceed to Section VI of the Bid Docs.

21. INSP RAMOLETE: **Reading of Schedule of Requirements.**

22. SUPT TOYOKAN: Let us move on to Section 7, Technical Specifications

23. SINSP BALAO-AS: **Reading of Technical Specification.**

24. INSP RAMOLETE: Mr. Chairperson, we are done with the presentation, may we proceed with the open forum?

25. SUPT TOYOKAN. Thank you, Mr. Secretariat, before we start with the open forum, Secretariat, kindly read the rules to be observed during the open forum so as to establish order and to facilitate the proceeding.

26. FO2 Taronas: **Reading of rules**

27. SUPT TOYOKAN: Members do you have something to say?

28. Members: None so far chairperson.

29. SUPT TOYOKAN: Are there any concerns regarding the Procurement of Quarter Master Supplies for BFP-CAR?

30. Members: **No more sir.**

31. SUPT TOYOKAN: If there is none, then the Secretariat must prepare the needed documents for the next meeting.

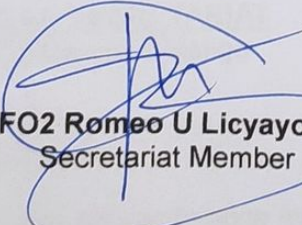
32. FO2 Licyayo: Noted Mr. Chairperson.

IV. ADJOURNMENT OF MEETING

The meeting re: pre-bid conference for the Early Procurement of Quarter Master Supplies for BFP-CAR is adjourned at exactly 1200H.

Prepared by:

Certified Correct:


FO2 Romeo U Licyayo Jr
Secretariat Member


INSP JERIC W RAMOLETE
Head Secretariat

Conforme:


SUPT FLOYD T TOYOKAN, MPA, DSC
BAC Chairperson