



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, West Triangle, Quezon City
<http://www.dilg.gov.ph>

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CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING

Pre-Bidding Conference for the Procurement of Tablet Computers for FY 2020

November 19, 2019 – 2:00 PM

27th Floor, DILG-NAPOLCOM Center

PRESENT:

- | | | |
|-------------------------------------|---|------------------------------|
| 1. ATTY. JENA J. JAVAREZ | - | Vice Chairperson, COBAC |
| 2. DIR. LOIDA S. LINSON | - | Member, COBAC |
| 3. ENGR. MARIA TERESA H. CONCEPCION | - | Member, COBAC |
| 4. MS. JENIFER G. GALORPORT | - | Member, COBAC |
| 5. MS. BEATRIZ Z. QUIAMBAO | - | Member, TWG-G&S |
| 6. MS. MARY KATHLEEN P. SARMIENTO | - | Member, TWG-G&S |
| 7. MR. DANILO TAM | - | Member, TWG-G&S |
| 8. MS. LESLIE B. CAÑAFRANCA | - | Member, BAC Secretariat |
| 9. MS. DORIS G. LABOG | - | Member, BAC Secretariat |
| 10. MR. ROLDAN P. PINEDA | - | Member, BAC Secretariat |
| 11. MS. MURIEL T. AUTENCIO | - | Member, BAC Secretariat |
| 12. MS. IRISH M. COMPNION | - | Member, BAC Secretariat |
| 13. MS. LAURENE ASHLEY S. QUIROS | - | Member, BAC Secretariat |
| 14. MS. FAE LOISE M. SALOSAGCOL | - | Member, BAC Secretariat |
| 15. MS. MARY JOY I. PEDRERO | - | Member, BAC Secretariat |
| 16. MS. FAYE MICHELLE B. MARRAGUN | - | BAC Secretariat Section, GSD |
| 17. MR. JUSTINE S. OCHOA | - | Procurement Section, GSD |

END-USER:

- | | | |
|----------------------------|---|-------|
| 1. MS. TERESITA C. MORALES | - | ISTMS |
| 2. MR. RALPH JOSEPH REGALA | | |

PROSPECTIVE BIDDER:

- | | | |
|-------------------------|---|----------------------|
| 1. MS. ARRIANE MENDIOLA | - | S1 TECHNOLOGIES INC. |
| 2. MR. TIMOTHY TUMAGAN | - | PRONET SYSTEMS |
| 3. MS. LORNA GALULA | - | MICROBASE INC. |

I. CALL TO ORDER:

Atty. Jena J. Javarez, Vice Chairperson of the Central Office Bids and Awards Committee (COBAC), called the meeting to order at 2:36 p.m. upon confirmation from the BAC Secretariat that there was a quorum to proceed with the Pre-Bidding Conference for the Procurement of Tablet Computers for FY 2020.

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II. AGENDA:

Pre-Bidding Conference for the Procurement of Tablet Computers for FY 2020 with an Approved Budget for the Contract of Php 4,148,000.00.

II. BUSINESS MATTERS:

Atty. Jena J. Javarez acknowledged the presence of the COBAC Members, Technical Working Group, BAC Secretariat, the end-user unit ISTMS and the representatives from the prospective bidders.

Ms. Muriel T. Autencio, Member of the COBAC Secretariat presented to the body the reminders for the bidders.

Ms. Lorna Galula of Microbase Inc. if there is a color preference for the signatures to be affixed in the technical/eligibility and financial documents.

Atty. Javarez said there is no preferred color.

Ms. Arriane Mendiola of S1 Technologies Inc. asked if it is okay if the DILG Logo on the book cover is stamped.

Mr. Ralph Regala of ISTMS said that they prefer if it is engraved, embossed or debossed. He said that stamped prints usually fade.

Ms. Mendiola asked for the size of the logo.

Mr. Regala said that they will discuss the logo size.

Mr. Roldan P. Pineda, Member of the Secretariat said that a bid bulletin will be issued regarding the specifications for the book cover.

Mr. Timothy Tumagan of Pronet Systems asked who will maintain the updating of the tablet computer's operating system.

Mr. Regala said that they want Android version 9.0 or higher. He said that the device can be upgraded to the latest version of Android once available. He said that the end-user will be responsible for updating the tablet computer's operating system.

Ms. Mendiola clarified if the authorized representative of the bidder must affix their signature on all pages of their technical/eligibility and financial proposal documents.

Mr. Pineda said that the full signature is required on all pages of the financial proposal documents and that initials will suffice for the technical/eligibility documents.

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Atty. Javarez asked the bidders if they have further questions.

They answered none.

IV. ADJOURNMENT:

Having no other business to discuss, the Body adjourned the meeting at 2:51 p.m.

Prepared by:


MS. MURIEL T. AUTENCIO
 Member, BAC Secretariat

Noted by:


ELNORA A. VELASCO
 Head, BAC Secretariat


ATTY. JENA J. JAVAREZ
 Vice Chairperson, COBAC

AS:GSD:BacSec
 JJ:EAV:LBC:DGL


Pre-Bidding Conference for the Procurement of Tablet Computers for FY 2020
 November 19, 2019 – 2:00 PM
 27th Floor, DILG-NAPOLCOM Center
 Date Prepared: November 20, 2019