



Republic of the Philippines  
Department of Justice  
BUREAU OF CORRECTIONS  
NEW BILIBID PRISON  
City of Muntinlupa  
Tel. No. (02) 807-23-68  
[www.bucor.gov.ph](http://www.bucor.gov.ph)



**SUPPLY AND DELIVERY OF BATH SOAP AND TOOTHPASTE FOR PERSONS  
DEPRIVED OF LIBERTY CONFINED AT NBP AND CIW 2019**

PhP6,339,200.00

Php11,410,560.00

**PRE-BID CONFERENCE**  
Conference Room, BAC Office  
March 15, 2019

The pre-bid conference for Bath soap and Toothpaste held at BAC Conference Room was called to order at around 9:00 A.M. of 15 March 2018, and was presided over by the BAC Chairperson, CTCSUPT. MA. LOURDES M. RAZON.

**I. IN ATTENDANCE**

CTCSUPT. MA. LOURDES M. RAZON	-BAC CHAIRPERSON
CCSUPT. RICHARD W. SCHWARZKOPF, JR.	-BAC VICE CHAIRMAN
CSSUPT. CELSO S. BRAVO	-BAC MEMBER
MR. MANUEL SESCAR, JR. MBA, MSCA	-BAC MEMBER
CO2 QUIN ANNIE J. CABIAS	-BAC SECRETARIAT
CO2 MARIA ADORACION I. VIÑAS	-BAC SECRETARIAT
CO2 LOVELY C. MARIANO	-BAC SECRETARIAT
CO2 SHEILA I. DICHOSO	-BAC SECRETARIAT
CTOII ALEXIS CATINDIG	-TWG MEMBER
CO2 NORMAN AGANAD	-TWG MEMBER
CO2 MELANIE MAURICIO	-TWG MEMBER
CSO2 GLENN MENDOZA	-TWG MEMBER
CO1 ADELOGA DACANAY	-TWG MEMBER
CSO4 CESAR GRECIA	-SUPPLY MAXSECOM
CSOI RAMON G. SUNICO	-SUPPLY MINSECOM
COIII GUILLERMO A. MARBIBI III	-SUPPLY MEDSECOM
LUZ T. CORCUERA (KING'S SAFETYNET INC.)	-BIDDER
CLYJEN C. PELAYO (CENTER POINT SALE TRADING INC.)	-BIDDER
CONNIE V. TAN (EMMAIAH MARKETING)	-BIDDER
LINDA T. MACANTAN (RJ MED MKTG.)	-BIDDER
ANDY CRUZ (RJ MED MKTG.)	-BIDDER
MYLENE YAO (RJ MED MKTG.)	-BIDDER

**III. HIGHLIGHTS OF THE PRE-BID CONFERENCE**

CTCSUPT. Razon greeted and welcomed the bidders.

At the onset, Mr. Catindig presented the bidding documents. He stated the approved budget for the contract as well as the bidding documents fee.



1 Mr. Catindig emphasized that similar contract for the projects refers to manufacturer, retailer,  
2 supplier, distributor, trader of personal care products and General Merchandise including but not  
3 limited to personal effects.

4  
5 As to the eligibility requirements that a valid and current PhilGeps registration and  
6 membership accordance with Section 8.5.2 of Revised IRR 9184, Mr. Catindig emphasized  
7 that a valid and current Platinum membership is needed.

8  
9 As to the requirement to still submit the legal and financial documents, Mr. Catindig stated that it  
10 is required to expedite the post-qualification process. He emphasized that non-submission of  
11 legal and financial documents may not be a ground for disqualification if there is a PhilGeps.

12  
13 He stressed that the bidder may submit either PhilGeps platinum certificate of legal and financial  
14 documents.

15  
16 Mr. Catindig stated that a complete SEC registration and DTI for sole proprietorship and CDA  
17 for cooperative are required.

18  
19 Mr. Catindig stated that other requirements are: valid and current Mayor's/Business Permit,  
20 Valid and current tax clearance, and statement of prospective bidder all ongoing contracts  
21 including contracts awarded but not yet started, whether similar or not similar in nature in  
22 complexity to the contract to be bid.

23  
24 Mr. Catindig stated that a statement identifying bidder's single largest completed contract similar  
25 to the contract is required.

26  
27 As to the required Audited financial statements showing current assets and liabilities stamped  
28 received by the BIR, he stated that it will be used to compute the NFCC.

29  
30 As to the required NFCC that is equal to the ABC to be bid, Mr. Catindig presented the  
31 computation.

32  
33 Mr. Catindig stated that in lieu of the NFCC, a committed line of credit from Commercial or  
34 Universal Bank may be submitted.

35  
36 Mr. Catindig stated that a Surety Bond callable upon demand issued by a surety or insurance  
37 company should be duly certified by Insurance Commission authorized to issue such surety and  
38 that it should be at least 5% of the ABC. He stressed out the need to include the 14 grounds that  
39 should form part of the surety.

40  
41 As to the requirements, Mr. Catindig stated the following:

- 42 > Duly accomplished schedule of requirements
- 43 > Duly accomplished technical specifications
- 44 > Duly notarized omnibus sworn statement supported by Proof of Authority, for Sole  
45 Proprietor SPA for corporation Secretary's Certificate, joint venture may be combination
- 46 > Bid validity is 120 calendar days
- 47 > Signature must be all original for original copy

48  
49 Proper way of packaging and sealing of envelopes was presented.

50  
51 Mr. Catindig presented the requirements for post-qualification and emphasized that it should be  
52 submitted once the winning bidder have been declared to have the lowest calculated bid.

53  
54 The specifications were presented to the interested bidders.

55  
56 Mr. Catindig emphasized that the brand name should be accepted by Philippine Dental  
57 Association.




1  
2 Mr. Catindig emphasized that the government issued ID presented upon notarization must be  
3 attached.  
4  
5

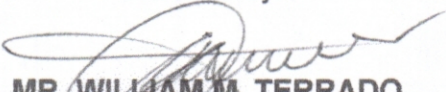
6 **V. ADJOURNMENT**  
7

8 There having no other clarifications to be made, the conference adjourned at around  
9 11:50 A.M.  
10

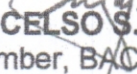
11 Taken and prepared by:

12  
13   
14 **CO2 QUIN ANNE J. CABIAS**  
15 Member, BAC Secretariat  
16


17 Checked by:

18  
19   
20 **MR. WILLIAM M. TERRADO**  
21 Head, BAC Secretariat  
22

23  
24 Concurred by:

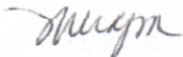
25  
26   
27 **CSSUPT. CELSO S. BRAVO**  
28 Member, BAC  
29

30 Absent  
31 **CSSUPT. DAISY S. CASTILLOTE**  
32 Member, BAC  
33

34  
35   
36 **MR. MANUEL L. SESCAR, JR.**  
37 Member, BAC  
38

39 Absent  
40 **MS. MARITES C. MAGTALAS**  
41 Member, BAC

42  
43   
44 **CCSUPT. RICHARD W. SCHWARZKOPF, JR.**  
45 Vice-Chairperson, BAC  
46

47  
48   
49 **CTCSUPT. MA. LOURDES M. RAZON**  
50 Chairperson, BAC  
51