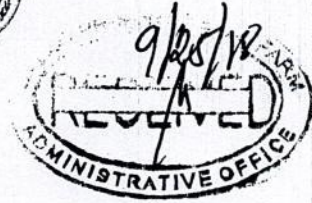




Republic of the Philippines
 DEPARTMENT OF JUSTICE
 BUREAU OF CORRECTIONS
 NBP Reservation, Muntinlupa City, Philippines, 1776
 Telefax: +632-809-8073



MEMORANDUM CIRCULAR
 No. 41 series of 2018

TO : ALL OPERATING PRISONS AND PENAL FARMS

ATTENTION : BAC SECRETARIAT

SUBJECT : POSTING OF MINUTES OF THE PRE-BID CONFERENCE
 IN THE BUCOR WEBSITE

DATE : 06 SEPTEMBER 2018

1. References : GPPB Resolution No. 03-2018 re: Amendment to Section 22.4 of the 2016 Revised Implementing Rules and Regulations of R.A. 9184; Memorandum from BAC Chairperson, Dr. Ernesto L. Tamayo
2. ICOW the above references, you are hereby directed to comply with the attached GPPB Resolution on the required **posting of the minutes of the pre-bid conference in the BuCor Website.**
3. For strict compliance.

USEC. RONALD M. DELA ROSA
 Director General

Cc: Information and Communication Technology
 BuCor BAC Secretariat/Supply Division

D: CT Insp. GOW P. HASIM
Head BAC Secretariat
For our compliance

9-25-18

Bureau of Corrections	
RECORDS SECTION	
Received Dispatched	
Time: 11:04 am	11:20 AM
Date: 9-12-18	9-12-18
Signature: T	ff

RAC
9-25-18
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MINUTES OF PRE-BIDDING CONFERENCE

for the

"Food Catering Services for PDL Food Subsistence at the DPPF and CIW-Mindanao Covering Period of from October 16, 2018 to December 31, 2018.

Venue : DPPF Conference Room
Date and Time : September 21, 2018/10:00 a.m.

Present were :

CTInsp. Ric Rocacurba	- BAC Chair
Ms. Teresita P. Soguilon	- BAC Vice-Chair
Mr. Wilfredo P. Olpindo	- BAC Member
Dr. Elmer E. Derla	-do-
Mr. Ronald Abais	- TWG Head
Ms. Lorife Ramirez	- TWG Member
Dr. Eden p. Hasim	- Head BAC Secretariat
Mr. Ramon P. Dela Cruz Jr.	- Member, BAC Secretariat
Mr. Diodam N. Morota	-do-
Ms. Daisy Jane Advincula	-do-
Ms. Mary Jane R. Padernal	- Supply Section

Prospective Bidders:

1. Atty. Ermilando O. Villafuerte
 2. Ms. Annie Rose Dinopol
 3. Ms. Hannie Faye s. Galan
 4. Ms. Fe D. Varquez
Representatives; EDCT Food Services
O.R. no. 8280399 dated September 19, 2018.
-
1. Atty. Herbert J. Bleer
 2. Mr. Reniel Barcanoja
 3. Ms. Melissa Dizon
 4. Mr. Dante Candelaria
Representatives; Mang Kiko Catering Services, Inc.
O.R. No. 8280400 dated September 21, 2018.

Order of Conference:

Prayer
Determination of Quorum



Agenda:

1. Business Matters:

- Presentation by the DPPF BAC/TWG of the eligibility requirements as well as the technical and financial components of the contract to be bid;
- Presentation by the DPPF BAC/TWG of the evaluation procedure, evaluation criteria and possible causes of failure of bidding;
- Discussion of the requirements in the invitation to bid;
- Bid evaluation of all the bidders and post-qualification evaluation of the lowest calculated bidder.

- Question and Answer

2. Others

10:00 a.m.

- Call to Order by BAC Chair Ric Rocacurba.
- Opening prayer by TWG member, Ms. Lorife Ramirez.
- Checking attendance by Mr. Diodam Morota, BAC Secretariat.
Remarks: Declared "**Quorum**" by Chair Rocacurba.
- Chair Rocacurba formally opened the conference by acknowledging the attendees.
- The meeting was about Pre-Bid on Food Subsistence of PsDL in the DPPF and CIW-Mindanao covering period from October 16, 2018-December 31, 2018.
- BAC Chair asked the BAC Secretariat to read the minutes of the previous meeting; however, a motion to dispense the reading was raised by BAC member, Mr. Wilfredo Olpindo, and it was severally seconded.
- BAC Chair requested BAC Head Secretariat, Dr. Hasim to read the agenda.
- Agenda for the day was read by Dr. Hasim.
- Reading of instruction to bidders including the eligibility, and technical components was made by BAC Chair Rocacurba, while the financial component was also read by TWG head Abais.
- Reading the Bid Validity as well as Bid data sheet was also done by Chair Rocacurba.
- Per request by the BAC chair, Dr. Hasim read the content under Section 30.1, Revised IRR of R.A. 9184, Rule IX- Bid Evaluation, to wit:

The BAC shall open the envelopes in public to determine each bidder's compliance with the documents required to be submitted for eligibility and for the technical requirements, as prescribed in this IRR. For this purpose, the BAC shall check the submitted documents of each bidder against a checklist of required documents to ascertain if they are all present, using a non-discretionary "pass/fail" criterion, as stated in the Instruction to Bidders. If a bidder submits the required documents,



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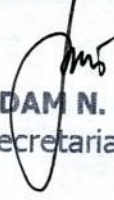


it shall be rated "passed" for the particular requirement. In this regard, bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as "failed." Otherwise, the BAC shall rate the said first bid envelope as "passed."

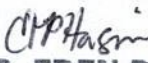
- Reading of invitation to bid, as well as the Section 41 of the 2016 Revised IRR of R.A. 9184 was made by the BAC Chair.
- Public Bidding is scheduled on October 04, 2018, followed by Bid evaluation on October 5, 2018 and Post Qualification on October 06.
- Chair Rocacurba asked for any concern among the participants, to which Atty. Herbert Bleer of Mang Kiko Catering Services answered that they have no concern at the moment,
- While Atty. Ermilando Villafuerte of EDCT Food Services said that they will reserve their questions and clarifications they have.
- Chair Rocacurba however advised the participants to put in writing all their concerns if they have.
- Chair Rocacurba, in closing, expressed his gratitude to all who were present during the Pre-Bid Conference.

There having no other bids to be read and clarification to be made, the opening of bids was moved to adjourn by Dr. E. Derla and it was severally seconded. The pre-bidding conference adjourned at 10:41 a.m.


Taken and Prepared by:



DIODAM N. MOROTA
 Secretariat

Noted:


DR. EDEN P. HASIM
 BAC Head Secretariat


BIDS AND AWARDS COMMITTEE

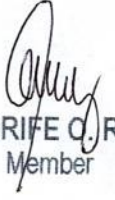

MS. TERESITA P. SOGUILON
 Vice BAC Chair


DR. ELMER A. DERLA
 Member


MR. WILFREDO P. OLPINDO
 Member

TECHNICAL WORKING GROUP


MR. RONALD B. ABAIS
 TWG Head


MS. LORIFE C. RAMIREZ
 Member

Approved:


CTINSP. RIC A. ROCACURBA
 BAC Chairman