



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
BUREAU OF JAIL MANAGEMENT AND PENOLOGY
NATIONAL HEADQUARTERS

144 Mindanao Avenue, Quezon City
Trunklines: (+632) 927-6383; 927-5505
Email Address: itu@bjmp.gov.ph Website: www.bjmp.gov.ph

MINUTES OF PRE-BID CONFERENCE

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3 **Projects:** Lot 1: Supply and Delivery of Various ICT Equipment for Single
4 Carpeta Roll- Out (G-2019-009)
5 Lot 2: Supply and Delivery of Various ICT Equipment for Office
6 Productivity (G- 2019-010)
7

8 **Venue:** BJMP Mini Conference Room
9 **Date & Time:** September 25, 2019 at 10:00 AM
10

11 **Attendance:**

12 **BIDS AND AWARDS COMMITTEE**

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14 JCSUPT DENNIS U ROCAMORA, CESE – Chairperson, BAC
15 JCINSP MICHAEL ANGELO M CACERES – Vice Chairperson, BAC
16 JCSUPT BABY NOEL P MONTALVO, TLPE – Member, BAC
17 JSSUPT BRENDAN O FULGENCIO – Member, BAC
18 JSSUPT MA ANNIE ESPINOSA – Provisional Member, BAC
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20 **BAC SECRETARIAT**

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22 JCSUPT EFREN A NEMEÑOZ, TLPE, DPA – Head, Secretariat
23 JINSP ARTURO R ESPOS JR – Secretariat
24 JINSP JIMLANI J SAMPANG – Secretariat
25 JINSP LEO C CABUGSA – Secretariat
26 JO1 Jayross S Pangowon – Secretariat
27 Ms. Purification Q Barasi – Secretariat
28 Ms. Cristina A Benabese - Secretariat
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30 **TECHNICAL WORKING GROUP**

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32 JCINSP SOCRATES C NICART - TWG
33 JINSP RAY XAVIER TRISTEZA –TWG
34 JINSP RONNEL B MERCADO– TWG
35 JO2 Odilon Gundan –TWG
36 JO2 Flaviano A Panaga Jr – TWG
37 JO1 Sepp Kenichi A Reyes – TWG
38 JO1 Jerwin L Lorenzana – TWG
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40 **I. Call to Order:**

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42 Upon the certification of the Secretariat that there was a quorum, JCSUPT
43 ROCAMORA called the meeting in to order.
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45 **II. Highlights of the meeting:**

46 **a. Attendance and acknowledgement of prospective bidders and observers.**

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48 JCSUPT ROCAMORA welcomed everyone to the pre-bid conference for the
49 Supply and Delivery of Various ICT Equipment, Lot1: Supply and Delivery of Various ICT
50 Equipment for Single Carpeta Roll-Out CY 2019 and Lot2: Supply and Delivery of Various
51 ICT Equipment for Office Productivity CY 2019. After which, the secretariat called the
52 attendance and acknowledge the prospective bidders and observers. The Secretariat
53 also informed the body that the Commission on Audit – BJMP and Philippine Chamber of
54 Commerce and Industry were also invited to observe the proceedings but were not able
55 to send their representative.

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57 **b. Presentation on the Documentary Requirements for the Project:**

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59 JINSP ESPOS presented and discussed each of the Eligibility, Technical and
60 Financial Requirement of the project as well the Envelope System, arrangement, sealing
61 and marking of bids. He discussed the common reasons why bidders were disqualified in
62 the bidding process, the Responsibility of the Bidders and the No Contact Rule.

63
64 **c. Discussions:**

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66 JCSUPT ROCAMORA opened the floor for questions/ clarifications. Hereunder
67 are the details:
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Bidder's Query/ Clarification/s	Committee's Response
Pronet inquired if they are required to submit bids for each lot.	The BAC responded that bidders are required to submit separate bid in every lot. He further emphasized that if a bidder is going to participate in Lot 1 and Lot 2, they are required to submit separate bids, eligibility, technical, financial documents, for each lot.
Canon stated that majority of the TVs in the market are not using VGA adaptors anymore.	The BAC responded that the query has been noted and a supplemental bid bulletin might be issued to address his concern if necessary.
Canon clarified if the a Document Scanner with an Output Resolution of 100 to 600 is compliant with the required Output Resolution of 100 – 1200 dpi.	The BAC that a supplemental bid bulletin will be issued to clarify her concern.

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70 **d. Reminders**

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72 JCSUPT ROCAMORA reminded the prospective bidders that all statements made
73 during this pre-bid conference will not amend or modify the terms and conditions of the
74 bidding documents unless such statement is specifically identified as an amendment
75 thereto and issued as a supplemental bid bulletin that will be posted in the PhilGEPS and
76 BJMP Website. And it is the responsibility of the prospective bidders to inquire and secure
77 such supplemental bid bulletin that may be issued by the BAC.

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79 **Adjournment:**

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81 JCSUPT ROCAMORA asked if there were other matters to be discussed, hearing
82 none, the pre-bid conference for the Supply and Delivery of ICT Equipment Lot1: Supply
83 and Delivery of Various ICT Equipment for Single Carpeta Roll-out CY 2019 and Lot2:
84 Supply and Delivery of Various ICT Equipment for Office Productivity CY 2019 was
85 adjourned at exactly 10:48 AM.
86

87 Prepared by:

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91  **ARTURO R ESPOS JR**

92 Jail Inspector

93 Member, BAC Secretariat

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97 Approved by:

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101  **DENNIS U ROCAMORA, CESE**

102 Jail Chief Superintendent

103 BAC Chairperson

Noted by:

 **EFREN A NEMEÑO, DPA, TLPE**

Jail Chief Superintendent

Head, BAC Secretariat