

MINUTES OF PRE-BID CONFERENCE

Supply, Delivery and Installation of Outdoor LED Electronic Display
for Rizal Memorial Sports Complex and Philsports Complex

July 25, 2019, 11:40 AM

Conference Room

PHILIPPINE SPORTS COMMISSION

RMSC, P. Ocampo Sr. Street, Malate, Manila

Present were:

A. Prospective Bidders / Visitors

	Name	Company/Address
1.	Norman Garcia	Globaltronics - 349 Ortigas Ave., Green Hills East, Mandaluyong City
2.	Noel Pineda	The Bizain Comp Corp - 150 F. Blumentritt St., San Juan City
3.	Anne Rivera	Inewvation Int'l - 10F Triumph Square Bldg., Brgy. South Triangle, Quezon Ave., Quezon City
4.	Billy Calderon	CTEC-TCI - 137 Tionquiao St., Gatchalian Subd., Manuyo Dos, Las Piñas City
5.	Esteban Dalican	3MM Trading - Quezon City
6.	Marvin Jimenez	Avolution, Inc. - San Juan City
7.	Kevin Moralde	Cosmotech Philippines, Inc. - Makati
8.	Dinno Mangan	Orange Manila, Inc. - makati
9.	Ela Marie Base	Pro Event - B-14 L-2 Judith St., Antipolo City
10.	Wisa Walhati	Sights & Sites Outdoor Advertising, Inc. - Quezon City
11.	Paolo Martin	Fresh Mango - Novaliches
12.	Cris Alvarado	Cygmt Energy & Power Asia, Inc. - Quezon City

B. BAC Members and Staff

	Names	Position
1.	Atty. Guillermo B. Iroy, Jr.	BAC Chairman
2.	Dir. Simeon Gabriel M. Rivera	BAC Vice Chairman
3.	Epifanio G. Cordero, Jr.	BAC Member
4.	Marc Edward D. Velasco	BAC Member
5.	Anna Christine S. Abellana	BAC Member Alternate
6.	Abigail Marie V. Rivera	BAC Member Alternate
7.	Ethel M. Goh	BAC Secretary
8.	Jun Michael T. Unzo	Assistant BAC Secretary
9.	Ma. Luisa Carmela D. Berguia	BAC Secretariat Support Staff
10.	Jeanette Dinglasan	BAC Secretariat Support Staff
11.	Oscar Papelera, Jr.	BAC Secretariat Support Staff
12.	Ariel Flores	BAC Secretariat Support Staff
13.	Justine Anne Buhat	BAC Secretariat Support Staff

C. TWG

	Names	Position
1.	Atty. Michelle Labajanan	TWG Member
2.	Erwin Guillermo	TWG Member
3.	Caroline Tobias	TWG Member
4.	Irene Dato	TWG Member
5.	Engr. Victoria Moya	TWG Member

D. Others

	Names	Position
1.	Engr. Jose Damole	Consultant
2.	John Mark Javier	End-User

The BAC Chairman, who is presiding, called to order the Pre-Bid Conference for the project: **Supply, Delivery and Installation of Outdoor LED Electronic Display for Rizal Memorial Sports Complex and Philsports Complex**, with an Approved Budget for Contract of **Ten Million Six Hundred Seventy-Nine Thousand Two Hundred Pesos (Php 10, 679, 200.00)**. The Invitation to Apply for Eligibility and to Bid was posted on PSC Website, Manila Times and PhilGEPS on July 17, 2019.

The BAC Chairman acknowledged the presence of the BAC members, the BAC Secretariat, Technical Working Group (TWG) members and Other/s. The BAC Chairman also acknowledged the presence of the prospective bidders. *(the company name, its address and representative as listed above was mentioned).*

The Philippine Chambers of Commerce, Inc. (PCCI), Commission on Audit (COA) Representative and Philippine Institute for Supply Management (PISM) were invited, however, the said offices failed to send representatives to attend the Pre-Bid Conference.

BUSINESS MATTERS TAKEN AND DISCUSSED

A. Clarification and discussion of the project:

The BAC Chairman started with discussing the requirements. Under the rules and regulations of the Procurement Law, bidders should follow the requirements set by the Agency. All instruction to bidders must strictly be adhered to otherwise would be considered ineligible.

Prior to the discussion of the requirements for the competitive bidding, prospective bidders are reminded that the Bids and Awards Committee will evaluate the submitted bids using the pass/fail criteria pursuant to the Revised Implementing Rules and Regulations. In addition, prospective bidders are reminded to ensure that submitted bids are in order and in compliance with the requirements as stated in the Bid Documents.

Copies of the Application Form for Eligibility and Checklist for Goods and Services Eligibility & Technical (first envelop) and Financial Component (second envelope), together with the Technical Specifications are provided to all bidders who attended the Pre-Bid Conference. Copy of the Bid Documents is downloadable in the PhilGEPS and those who paid the Bid Documents are provided with a printed copy. All bidders are reminded to read through and follow the Instruction to Bidders and the Bid Data Sheet (BDS) as provided in the Bid Documents to ensure that all submissions during the Opening of Bids are in order and in accordance with the Bid Documents. The following requirements are included in the checklist and discussed.

B. Eligibility & Technical (first envelope), Financial Component (second envelope) of the bid, and Instruction to Bidders (ITB), including the explanation of the different documents to be submitted as stipulated on the checklist issued to each participating bidder, were then deliberated and discussed:

B.1. As to Eligibility Documentary Requirements (FIRST ENVELOPE):

1. The Application Form for Eligibility and Checklist for Goods must state the company, the address, telephone number, Fax No., Specialization, Date of Filing, the General Information such as the Name of the bidder, its office address, telephone number, fax no., email address, authorized managing officer, citizenship, position, designation, and type of organization which is either sole proprietorship, partnership or corporation.

2. Platinum PhilGEPS Certificate of Registration and membership in accordance with Section 8.5.2 of this IRR together with the Annex "A". Provided, in case the Registration (DTI, Partnership, Corporation, CDA), Tax Clearance, Mayor's Permit whose validity period had already lapsed / expired before the expiration of the PhilGEPS Certificate, the Bidder/s is required to submit a copy of the above-mentioned documents valid as of the date of opening of bids.
3. Department of Trade and Industry (DTI) Business Name Registration for Sole Proprietorship. Securities and Exchange Commission (SEC) Registration for Corporation/Partnership, CDA Registration for Cooperatives, whichever may be appropriate under existing laws of the Philippines.
4. The Corporation, Cooperative or Partnership's Articles of Incorporation, its Constitution and By-Laws, whichever is applicable to the bidder, including its amendments thereto, if any. **The General Information Sheet for 2019** shall also be submitted in case bidder is a corporation. In case the following document is not applicable, **A SIGNED AND NOTARIZED STATEMENT OF NON-APPLICABILITY** should be submitted.
5. Duly signed and notarized Valid Joint Agreement, in case of Joint Venture. In case bidder does not have Joint Agreement, he must submit a duly **SIGNED AND NOTARIZED STATEMENT OF NON-APPLICABILITY**;
6. Duly signed and notarized statement of complete similar government and private contracts for the last three (3) years or more with copies of contracts. The list shall state the following for each contract:
 - a. Name of clients with contact numbers and addresses;
 - b. Date of award of contract;
 - c. Total contract cost;
7. Duly signed and notarized statement of ongoing similar government and private contracts awarded, supported by the Notice of Award and Notice to Proceed, if any:
 - a. Name of clients with contact numbers and addresses;
 - b. Date of award of contract;
 - c. Total contract cost;
8. **Duly Signed and notarized statement** of completed single largest contract that is similar to the contract to be bid, and whose value must be **at least fifty percent (50%) of the ABC**;
9. End user's Certificate of Commendation of Satisfactory Performance (for Bidders who have contract with PSC) or Certificate of Commendation of Satisfactory Performance from Client.
10. Income Tax Return (ITR) for 2018, (CTC by the BIR) and Audited Financial Statement (AFS) for 2018, stamped "Received" by the BIR and/or its duly authorized Agency or Banking Institutions. **Only Tax returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted**;
11. Net Financial Contracting Capacity (NFCC) computations at least equal to the ABC OR Committed line of credit must be at least equal to TEN percent (10%) of the ABC issued by a Commercial or Universal Bank. Provided in case the same is issued by a Foreign Universal / Commercial bank, it shall be authenticated by a local Universal / Commercial Bank. The Bank issued Committed Credit Line must be specifically be for Procurement Project and must state the name of the Philippine Sports Commission;

B.2. As to Technical Documentary Requirements:

12. Bid Security

- Required Bid Security Form
- **Duly Signed and Notarized Bid Securing Declaration** or any/either of the following:
 - a) Cash, Check, Cashier's Check, Manager's Check - (2% of the ABC)
 - b) Bank Draft Guarantee or Irrevocable Letter of Credit - (2% of ABC)
 - c) Surety Bond (5% of the ABC), valid 120 days from Opening of Bids, stating therein the Company, its telephone number, Official Receipt Number, Validity period, Callable upon demand and accompanied by an Insurance Commission Certificate stating that the surety and/or insurance company is authorized to issue such security;

13. Technical Specifications;

Item No.	Description	Qty	Unit
1	High Resolution Outdoor Full-Color LED Display,P6	2	Sets
	(Complete accessory with steel structure and feeder line)		

	with Auto-Brightness Sensor		
	Technical Specifications:		
	>Size: 5.0m (h) x 6.0m (w)		
	>Pixel Pitch: 6.6mm		
	>LED Type: SMD2727(White)		
	>Pixel Configuration: 1R1G1B		
	>Size of Module: 320mmx160mm		
	>Resolution of Module: 48x24		
	>Density: 22500dots/m2		
	>Size of Cabinet: 960mmx960mmx167mm		
	>Weight of Cabinet: 44KG		
	>Support hanging or not: NO		
	>Max power consumption: 600W/m2		
	>Average power consumption: 200W/m2		
	>Colors: 16.7M		
	>Grayscale: 14bits		
	>Color temperature: 3000-10000K		
	>Driving Method: 1/6 scanning		
	>Refresh frequency: 60Hz		
	>Brightness: 5000cdm2		
	>Brightness Control: 256 grade		
	>IP Grade: IP65		
	VIDEO PROCESSOR SPECS:		
	>Number/Type: 3xVideo, 1xS-Video, 1xYPbPr,		
	2xVGA (RGBHV), 1xHDMI (VESA/CEA-861),		
	1xDVI (VESA), 1xEXT. (Extended)		
	>Video System: PAL/ NTSC		
	>Composite Video Amplitude/Impedance: 1V (p_p) / 75Ω		
	>S-Video Amplitude /Impedance: Y: 1.0V (p_p) / 75Ω,		
	C: 0.35V (p_p) / 75Ω		
	>VGA Format: PC (VESA) / ≤2048x1152_60Hz		
	>VGA Amplitude /Impedance:		
	R、 G、 B = 0.7 V (p_p) / 75Ω		
	>DVI Format: PC (VESA) / ≤2304x1152_60Hz		
	>HDMI Format (HDCP): PC (VESA) /≤2304x1152_60Hz		
	HDMI1.3 (CEA -861) /≤1920x1080p_60Hz		
	>YPbPr Format: SD/HD (CEA-861) /≤1920x1080P_60Hz		
	>YPbPr Amplitude /Impedance: Y= 1.0V (p_p)/75Ω		
	Pb= 0.35V (p_p)/75Ω		
	Pr= 0.35V (p_p)/75Ω		
	>SDI format: SMPTE259M-C / 480i_60Hz		
	SMPTE 292M / 576i_50Hz		
	SMPTE 274M/296M / 720p、 1080i、 1080p		
	SMPTE 424M/425M		

	>Audio Scope/Impedance: 2.0Vp-p/10KΩ		
	>Input Connectors: VGA: 15-pin D_Sub (Female)		
	DVI: 24+1 DVI_D		
	YPbPr: BNC×3		
	Video: BNC		
	S-Video: 4pin mini DIN (Female)		
	SDI: BNC		
	Outputs		
	>Number/Type: 1×VGA (RGBHV)		
	2×DVI		
	>VGA/DVI Format: 1024×768_60Hz/75Hz,		
	1280×1024_60Hz/75Hz,1600×1200_60Hz,		
	1920×1080p_50Hz/60Hz,1366×768_60Hz,1440×900_60Hz,		
	2048×1152_60Hz,2560×816_60Hz,2304×1152_60Hz,		
	1920×1200_60 Hz,1200×1600_60 Hz,1080×1920_60 Hz,		
	1536×1536_60 Hz,Customizable output format (maximum		
	horizontal pixel: 3840 or maximum vertical pixel: 1920)		
	>VGA Amplitude /Impedance: R、 G、 B = 0.7 V (p_p) / 75Ω		
	>Output Connectors: Output Connectors		
	DVI OUT1: 24+5 DVI_I		
	DVI OUT2: 24+1 DVI_D		

Delivery Schedule: Supply and Delivery within 90 days upon issuance of Notice to Proceed

Bidders raised their concerns on the requirement of the LED that it does not conformed with the specification. Specifically, the size of the cabinet. The bidders proposed a size of 30sqm as minimum. The changes on the size of the cabinet will affect the resolution, module and weight. The BAC accepted the proposal of the bidders. Hence, the BAC will issue a Supplemental Bid Bulletin on the size of cabinet must be 30sqm as it is minimum.

A bidder asked if they can ask for ocular inspection. The BAC Chairman replied that they can and it's Mr. Javier of Engineering Department who will facilitate the said inspection.

A bidder said that he already inspected the area and asked if the roof is structurally sound to install LED. The BAC Chairman replied that Philsports is under a rehabilitation and is structurally sound.

The site inspection certificate is not a requirement however, the prospective bidders can conduct the inspection to make sure that the project will be supplied, delivered and installed.

14. Tax Payers Identification Number/Certificate of Registration;
15. Tax Clearance Certificate per Executive Order 398, series of 2005, **as finally reviewed and approved by the BIR issued for Bidding Purposes** valid as of the date of Opening of Bids;
16. Organizational Chart;
17. Duly signed and notarized statement of availability of key personnel that may be used for the Contract, supported with a detailed list of their designation;
18. Duly signed and notarized statement of availability of equipment, owned, under lease; or purchase agreement that may be used for the contract supported with a list of said equipment together with a proof of ownership or contract of lease;
19. Omnibus Sworn Statement stating the following: (refer to format in BDS, must be signed and notarized).
 - a. That the bidder is not "blacklisted" or barred from bidding by the National Government or any of its agencies, offices, corporations and LGU's, including foreign government/foreign or international financing institutions whose blacklisting rules have been recognized by the GPPB;

- b. That each of the documents were submitted in satisfaction of the bidding requirements with an authentic copy of the original complete documents, and that all statements and information provided therein are true and correct;
 - c. That it is authorizing the Head of the Procuring Entity or his duly authorized representative/s to verify all submitted documents;
 - d. That the signatory is the duly authorized representative of the prospective bidder which was granted full authority to do, execute and perform any and all acts necessary and /or to represent the prospective bidder in the bidding; with the duly notarized Secretary's Certificate attesting to such fact if the prospective bidder is a corporation, partnership or Joint Venture;
 - e. That it complies with the disclosure provision under Section 47 of RA 9184 in relation to other provisions of R.A. 3019 (*that the bidder is not related to the Head of the Procuring Entity, members of the BAC, the TWG, the BAC Secretariat, the Head of the PMO or the end user unit and the project consultants by consanguinity or affinity up to the third civil degree*);
 - f. That it complies with the responsibilities of a prospective or eligible bidder provided in the PBD's;
 - g. That it complies with existing labor laws and standards;
 - h. That the bidder has no contract terminated by reason of default;
 - i. That it did not give or pay, directly or indirectly, any commission, amount, fee or any form of consideration, pecuniary or otherwise, to any person or official, or personnel or representative, of the government in relation to any procurement project or activity.
20. Other documents as stated in the BDS such as Pre-Bid Minutes and Bid Bulletin, including Supplemental Bid Bulletin that may be issued prior to the Opening of Bids, if any.
- If the Bid qualifies and submitted all documents bidders shall be marked as eligible and hence shall be eligible for the opening of its financial envelope.

B.3. As to the Financial Envelope Requirements (SECOND ENVELOPE)

1. The financial envelope shall contain the following information/documents and be opened only if the bidder has complied with the requirements in the Eligibility or Technical Envelope:
 - a. Duly signed and notarized bid prices in the Bill of Quantities;
 - b. Duly signed and notarized Proposal/Bid Form;
 - c. Duly signed and notarized Recurring Maintenance Costs, if applicable (signed and notarized statement if not applicable)
2. Please note that any missing document in the checklist is a ground for outright rejection of the bid.

B.4. Instruction to Bidders/Open Forum and Miscellaneous

- A. Bids should be submitted in chronological order as indicated in the checklist of requirements.
- B. All pages of the bid should be signed by the authorized representative of the company in order to avoid unauthorized insertions and as stated in the Instruction to Bidders in the Bid Documents.
- C. If submitted a certified true copy document, all original documents should be presented during the Opening of the Bids, for verification of the same purposes.
- D. All prospective bidders are reminded that the three (3) envelopes to be submitted should be brown in color and shall be labeled properly, as shown in the sample.
 - First envelope (with the original copies of the documents) and two (2) copies (Copy 1 and Copy 2) which will be placed in a mother envelope.
 - Prospective bidders are free to improvise but reminded to strictly comply with the color.
 - Envelopes should be property signed, sealed and labeled.
 - Bidders shall put the word "complied" in each of the technical specification, to manifest that the technical specification has been complied with.
 - Reiteration of the submission of Certificate of Non-Applicability for certain items where it is appropriate.
 - The above-mentioned requirements shall be submitted before the Opening of Bids scheduled on August 06, 2019 at 10:00 AM at the same venue. Late submission of bid documents will not be accepted. The bidders must come on or before 10:00 AM to the venue where the opening of bids will take place.
- E. The Duly signed and notarized statement or completed single largest contract that is similar to the contract to be bid, and whose value must be at least fifty percent (50%) of the ABC should be included/declared in the (No. 6 of the Eligibility Documentary Requirements) Duly signed and notarized statement of completed similar government and private contracts for at least three (3) years or more with copies of the contract.

- F. Bidders whose business permit has expired and has not secured their 2019 Business Permit may submit their 2018 Business Permit together with the Official Receipt for payment of renewal of such permit;
- G. A photocopy of signatory's Government Issued Identification Card should be attached to each notarized document, as a mandatory requirement for notarization.
- H. A bid supplemental bulletin will be issued to reflect the changes in the technical specifications and delivery schedule, if warranted;
- I. All queries by the prospective bidders relative to the aforementioned project should be expressed in writing and addressed to the BAC Chairman.

There having no other questions raised, the pre-bid conference adjourned at 11:50 AM.

Prepared by:

MA. LUISA CARMELA D. BERGUIA
BAC Support Staff

Reviewed by:

ETHEL M. GOH
BAC Secretary

Noted by:

ATTY. GUILLERMO B. IROY, JR.
BAC Chairman