MINUTES OF THE PRE-BID CONFERENCE
Procurement of Safety Supplies
(IB# GA-BAC-20194A-21)
16 September 2019 1:30 P.M.

Present were:

Bids and Awards Committee
Ms. Teresita L. Vitug - Chairperson
Ms. Amelita Q. Ordado - Member
Engr. Jopari P. Noceda - Member

Technical Working Group III
Engr. Kathleen Donnah P. Reotutar - Chairperson
Mr. Joseph Michael S. Patague - Legal Officer
Mr. Florencio R. Cruz - Technical Officer
Engr. Allan John G. Lumibao - Technical Officer
Engr. Ullyses D. Reyes - Technical Officer
Engr. Mark Alfred F. Mungcal - Technical Officer

BAC Secretariat
Ms. Rosario B. Tuazon - Head
Ms. Willabelle S. Bulan - Member
Mr. Argel Joseph Bagtas - Member
Ms. Kimberly Abbey M. Perez - Member
Ms. Johnna N. Oliveria - Member

Prospective Bidder/s
Ms. Mary Grace Madlingsacay - Gibson's Shoe Factory, Inc.

A. Administrative Briefing

1. The Pre-Bid Conference for the Procurement of Safety Supplies with an ABC amounting to PHP2,445,320.00 was held on 16 September 2019, 1:30 PM at the Government Arsenal, DND, Conference Room, Camp General Antonio Luna, Limay, Bataan. The Chairperson of the Bids and Awards Committee (C, BAC) presided over the conference.

2. C, BAC called to order the conference. Only Gibson's Shoe Factory, Inc. attended the conference and secured the bidding documents.

3. Mr. Patague presented the briefing on the bidding procedures wherein the bidder was given the opportunity to raise her concerns as shown below. Likewise, salient points were given emphasis, to wit:

   • Submission of Requirements
     
     Each Bidder shall submit: One (1) original / certified true copy; and Six (6) machine copies of the first and second components of its bid except for the Omnibus Sworn Statement, Bid Security and Bid Form which must be actual original. All documents shall be properly tabbed.
• **Eligibility Requirements**
  Bidders may submit their Class “A” Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the IRR, or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership (with Annex/es forming part of the Certificate) in lieu of their uploaded file of Class “A” Documents, or a combination thereof. In case the bidder opted to submit their Class “A” Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the IRR.

• **Statement of all on-going contracts**
  Statement of the prospective bidder of all its on-going government and private contracts, including contracts awarded but not yet started, if any, whether, similar or not similar in nature and complexity to the contract to be bid.

  **NOTE:** Projects where a Notice of Award (NOA) has been issued, but for which no contract has been signed yet, should be included in the statement required under Section 23.1(a)(iv) of the IRR of RA9184 because these are already considered awarded contracts.

  *In the absence of on-going projects, state non-applicability.*

• **Statement of SLCC**
  Statement of the prospective bidder of at least one single largest completed contract within 5 years from the date of submission and receipt of bids that is similar to the contract to be bid whose value must be at least 25% of the ABC.

  or

  A statement of at least two (2) completed similar contracts and the aggregate contract awards should be equivalent to at least 25% of the ABC and the largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

  For this purpose, similar contracts shall refer to manufacture and/or supply of safety supplies.

• **Grouping and Evaluation**
  Each item to be evaluated and compared with other bids separately and recommended for contract award separately.

• **Post-Qualification Requirements**
  Other permits and licenses:
  a. Registration Certificate
  b. Mayor’s Permit
  c. Tax Clearance
  d. Latest Audited Financial Statement
  e. Company Profile of the bidder
  f. Submission of samples for evaluation

• **Compliance to Technical Specifications**
  The bidder must state in the last column opposite each parameter and required specifications, either “Comply” or “Not Comply”. All pages shall be properly signed.
• **Terms of Payment registrability**
The terms of payment shall be as follows:
Payment of ninety-five percent (95%) shall be made thru:

  For Local Manufacturer/Supplier
  a) Modified Disbursement Scheme (MDS) Checks or Direct Payment Scheme via bank debit system through issuance of Advice to Debit Account (ADA) of Supplier (DBM Circular 2013-16 dated December 23, 2013) after delivery and acceptance at the Government Arsenal; or

  For Foreign Manufacturer/Supplier
  b) Letter of Credit (LC) after delivery and presentation of Inspection Acceptance Report (IAR) duly signed by the Inspection Acceptance Committee and written advice of payment duly signed by the Director, Government Arsenal.

The remaining five percent (5%) shall be retained to cover warranty obligations, to be released after three (3) months or upon submission of an equivalent special bank guarantee, and for LC, upon written advice of payment duly signed by the Director, Government Arsenal.

All charges for the opening of LC and / or incidental expenses thereto (i.e. bank commission, documentary stamp, tax, cable, etc.) shall be for the account of the supplier.

• **Implementation of Cash-based Budgeting**
  Contracts intended to be implemented for the fiscal year should be fully delivered by the end of the fiscal year. This means that agencies and suppliers must complete (implemented, delivered and accepted) their contracts by the end of 2019, regardless of possible delays.

**B. Issues and Concerns**

• **Delivery Period**
  Mr. Patague asked the bidder if they can deliver the items within thirty (30) calendar days. Ms. Madlangsacay answered that they could not. She requested for an extension of delivery period to sixty (60) calendar days upon receipt of Notice to Proceed (NTP). C, BAC asked the bidder if they have a delivery-ready safety shoes. Ms. Madlangsacay replied that they will produce the items once awarded to them. C, BAC insisted the possibility of extension of delivery period and the committee shall be issued a bid bulletin for the matter.

• **OSHC Certificate**
  Mr. Patague raised the submission of OSHC Certificate for specific item. Ms. Madlangsacay informed the committee that they update their OSHC Certificate annually. Mr. Patague informed Ms. Madlangsacay that for this bidding, OSHC Certificate must be updated to 2019.

• **BOI Certificate**
  For this particular requirement, Mr. Patague emphasized that it should be likewise updated.

• **Submission of Sizers**
  C, BAC reminded the bidder that they must submit sizers for item nos. 1 and 2 within five (5) days upon receipt of NOA. Gibson's representative apprised the committee that they are using US type of sizes.
• Item No. 1 – Safety Shoes

"Mid-cut, laced type, leather with polyurethane caps, polyurethane anti-slip outsole with sole heat resistant up to 130°C, with stabilizing shank in midsole to avoid easy deformation and grooved mid sole for shock absorption, heel support and fully contoured innersole, conforms to ISO EN20345-2004 ST, anti-slip tested to EN13287; attach OSHC and BOI certificate”

Ms. Madlangasacay mentioned that the OSHC Certificate does not conform to ISO standards but to ASTM standards instead. She added that the testing of ISO is different from ASTM. Ms. Omadto, BAC member, apprised that ASTM is just a procedure and it is different from ISO standard that the committee is requiring. Ms. Madlangasacay responded that, previously, the OSHC used ISO, but nowadays, OSHC is using ASTM. She asked if the committee could accept the ASTM standard together with OSHC Certificate instead of ISO Standard. C, BAC replied that the committee will study the matter and will issue bid bulletin for any amendments.

C, BAC informed Ms. Madlangasacay to formally write their concerns within three (3) calendar days for reference and evaluation by the committee.

Having no other matters to discuss, C, BAC adjourned the meeting at 02:05 P.M.

Prepared by:

ARGEL JOSEPH BAGTAS
Secretariat

Noted by:

MS. TERESITA VITUG
Chairperson, GA BAC
GOVERNMENT ARSENAL
DEPARTMENT OF NATIONAL DEFENSE

PRE-BID CONFERENCE

SAFETY SUPPLIES

GA-BAC-2019-IA-21
BAC / TWG III / SEC

Attendance Sheet
Government Arsenal, DND
Camp General Antonio Luna, Laoag, Ilocos, Bataan
September 16, 2019 1:30 PM

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## GOVERNMENT ARSENAL
### DEPARTMENT OF NATIONAL DEFENSE

### PRE-BID CONFERENCE

### SAFETY SUPPLIES

IB No. GA-BAC-2019-IA-21

### BIDDERS

#### Attendance Sheet

Government Arsenal, DND
Camp General Antonio Luna, Laoag, Ilocos Norte, Philippines

**September 16, 2019 1:30 PM**

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<tr>
<td>Mary Grace Madrigal</td>
<td>Gibson's Fire</td>
<td>Jr. 992 76 82 683</td>
<td><a href="mailto:gibsonshere@ymail.com">gibsonshere@ymail.com</a></td>
<td>&quot;Mary G. Madrigal&quot;</td>
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