



Republic of the Philippines
National Kidney and Transplant Institute
Bids and Awards Committee
East Avenue, Quezon City 1100
981-0300 / 981-0400 Local 1157
<http://www.nkti.gov.ph/>

MINUTES OF PRE-BID CONFERENCE
ITB No. 20-040

Present were:

BAC Chairman:

Arnold Joseph M. Fernandez, MD
Exequiel B. Gaspar Jr., RMT

Technical Working Group:

Glenda Eleanor P. Pamugas, MD
Ma. Lourdes V. Tengson
Rita Z. Blanco, RN

BAC Secretariat:

Arjomae Jacob

End-user:

Virgilia R. Mabanag

The Pre-Bid Conference for the Supply and Delivery of Various Housekeeping Supplies with ITB No. 20-040, held at BAC Conference, G/F NKTi Main Building was called to order by Dr. Fernandez, BAC Chairman at 9:48 AM of February 26, 2020.

1. Agenda:

- Presentation of the following:
 - a. technical and financial components of the Bid, and
 - b. the explanation of the different documents to be submitted by each bidder.
- Discussion of:
 - a. the requirements in the Instructions to Bidders,

2. Business arising:

- Upon ascertaining proper BAC quorum, Dr. Fernandez, the BAC Chairman announced the formal start of the Pre-Bid Conference for ITB No. 20-040
- Dr. Fernandez introduced the project and acknowledged the presence of various interested parties and prospective bidders, namely:

1. **Eireen`s Garments.**, Represented by:
Ms. Eireen De Leon Dimailig

2. **Bihis Cruz Inc.**, Represented by:
Ruthlyn Dela Cruz

3. **OBP Inc.**, Represented by:
Sonny Palute

3. For the benefit of the participating/prospective bidder, the Section III Bid Data Sheet specifically the Title of the Project, the Corporate Operating Budget, the ABC of the project, and all the required

documents (Eligibility, Technical and Financial documents) to be submitted by the prospective bidder were presented and discussed by Dr. Fernandez. Also, the proper sealing of bids was discussed.

Section III, Clause 1.2

The lot (s) and reference is/are:

Supply and Delivery of Various Housekeeping Supplies (Line Bidding)

Section III, Clause 2

The Funding Source is:

The Corporate Operating Budget of 2020 in the amount of **One Million Eight Hundred Eighty-Five Thousand Nine Hundred Pesos Only (Php 1,885,900.00)**.

The name of the Project is: **Supply and Delivery of Various Housekeeping Supplies (Line Bidding)**

Section III, Clause 5.4

The prospective bidder should have completed within **THE PAST THREE (3) YEARS:**

a. A Single Largest Similar Completed Contract (SLSCC) must be equivalent to **at least TWENTY-FIVE percent (25%) of the (ABC)**.

For this purpose, similar contracts shall refer to **Housekeeping Supplies**

4. The End-user presented the Technical Specification of the project.

Item no.	Particulars	Specification	Remarks
1.	Bag, Admission Kit (Catcha)	Specifications -Dimensions: W 15" x D 3" x H 11" -Full Color Print -Flat Sides with Base of 3" x 15" -Handle Length 23" -Landscape Orientation	
2.	Paper, Tissue Jumbo Roll with 72 pcs. Dispenser (free use)	Dimension: 200m/roll with Cardboard Core x 2-ply Width: at least 3.2 inches wide Virgin Pulp Composition with Free Use of Dispenser Dispenser Dimension: H 4.6" x W 10.5"	
3.	Soap, Bath 25 grams	Anti-bacterial/ Germicidal FDA Approved Individually Wrapped Color: White	
4.	Toothpaste, 35 grams	Plastic Tube Screw/Flip Cap With Fluoride Gel or Paste, Regular or Mint Flavor FDA Approved	

5. The Bid proposal was also discussed.

Item no.	Item/Supplies	Technical Specification	OUM	Total QTY	Approved Budget Cost	
					Unit Cost	Total Cost
1	Bag, Admission Kit (Catcha)	Specifications -Dimensions: W 15" x D 3" x H 11" -Full Color Print -Flat sides with Base of 3" x 15"	piece	15,000	34.80	522,000.00

		-Handle Length 23" -Landscape Orientation				
2	Paper, Tissue Roll with 72 pcs. Dispenser (free use)	Dimension: 200m/roll with Cardboard Core x 2-ply Width: at least 3.2 inches wide Virgin Pulp Composition With Free Use of Dispenser Dispenser Dimension: H 4.6" x W 10.5"	roll	15,000	48.75	731,250.00
3	Soap, Bath 25 grams	Anti-bacterial/ Germicidal FDA Approved Individually Wrapped Color: white	piece	15,000	12.31	184,650.00
4	Toothpaste, 35 grams	Plastic Tube Screw/Flip Cap With Fluoride Gel or Paste, Regular or Mint Flavor FDA Approved	piece	14,000	32.00	448,000.00
						1,885,900.00

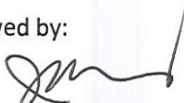
6. Any changes in the specifications and requirements discussed in this Pre-Bid Conference shall be issued in the form of Bid Bulletin. Supplemental/Bid Bulletins will be issued not later than seven (7) calendar days before the deadline for the submission and receipt of bids. Any modification to the Bidding Documents shall be identified as an amendment.

There being no other remaining topics for discussion, the **Pre-Bid Conference** was adjourned at **10:10 AM** after the BAC reiterated that deadline and opening of bids shall be on **March 11, 2020 - 9:00 AM** at **BAC Conference, G/F Main Building of NKT1.**

Minutes taken by:


CHRISTIAN OLIQUINO
BAC Support Staff

Reviewed by:


MARY JANE ANCHETA, LLB
Head, BAC Secretariat

Approved by:


ARNOLD JOSEPH M. FERNANDEZ, MD
BAC Chairman