



**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. 20-050**

Present were:

**BAC Chairperson:**

Arnold Joseph M. Fernandez, MD

**BAC Vice Chairperson:**

Violeta M. Valderrama, MD

**BAC Members:**

Exequiel B. Gaspar, Jr., RMT

**BAC Secretariat:**

Joanna Dela Cruz

Teresa Fines

**Technical Working Group:**

Hazel M. Villafranca, RN

Macaria G. Aseoche

**OIC, Procurement Division:**

Rachel Marilou N. Ibañes, MPA

**End-user:**

Dolly Padilla

Malvin Lim

The **Pre-Bid Conference** for the **Re-bidding for One (1) Lot Supply and Delivery of Various Anesthesia Breathing Circuit** with **ITB No. 20-050**, held at BAC Conference, G/F Nkti Main Building was called to order by **Dr. Fernandez, BAC Chairman at 9:31 AM of July 13, 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,
  - b. the replies to the bidders' queries about the requirements, specifications and other conditions of the contract,

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. 20-050.

- Dr. Fernandez introduced the project and acknowledged the presence of various interested parties and prospective bidders, namely:

1. **Panamed Phils. Inc. represented by:**
  - a. Wilfredo C. Garcia
2. **RBGM Medical Express Sales, Inc. represented by:**
  - a. Angelica Macam
3. **IDS Med. Inc. represented by:**
  - a. Fatima Suyo
4. **Healthsolutions Enterprises, Inc. represented by:**
  - a. Erika Ching
5. **Triomedics Dist. Corp. represented by:**
  - a. Fidelito C. Ramos

NAME OF PROJECT	Approved Budget for the Contract (ABC)	Price of Bidding Documents (non-refundable)
ITB No. 20-050		
<b>ONE (1) LOT SUPPLY AND DELIVERY OF VARIOUS ANESTHESIA BREATHING CIRCUIT</b>	<b>Php 4,947,000.00</b>	<b>Php 5,000.00</b>

- Date of Publication/ Posting **July 3, 2020 at PhilGeps, NKTl Website and at a conspicuous place at NKTl**
- Date of invitation to observers **July 3, 2020**
  1. Philippines Institute of Certified Public Accountants
  2. Sentro Ng Alternatibong Lingap ng Panligal
  3. NKTl – Internal Audit
  4. NKTl – COA
  5. Philippine Chamber of Commerce and Industry
  6. The Parliament of Youth Leaders, Inc. (PYLI)
- Opening of Bids **July 28, 2020 at 9:00 AM  
BAC Conference Room,  
G/F, NKTl Main Building  
East Ave. Diliman, Quezon City**

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:

**RE-BIDDING FOR ONE (1) LOT SUPPLY AND DELIVERY OF VARIOUS ANESTHESIA BREATHING CIRCUIT**

- **Section III, Clause 2**

- The Funding Source is:

The Corporate Operating Budget of 2020 in the amount of Four Million Nine Hundred Forty-Seven Thousand Pesos (**Php 4,947,000.00**)

The name of the Project is: **RE-BIDDING FOR ONE (1) LOT SUPPLY AND DELIVERY OF VARIOUS ANESTHESIA BREATHING CIRCUIT**

- **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 *Medical Supplies/Anesthesia Supplies*

- **Section III, Clause 12.1 (a) (i to viii)**
  - All note regarding COVID-19 removed.

4. Section VI Schedule of Requirements was presented by Dra. Valderrama.
  - Delivery Period: Initial delivery is **within 7 calendar days** upon receipt of P.O. and thereafter on staggered delivery as per schedule.  
Delivery of materials shall be allowed from Monday-Friday, 7:00am – 4:00pm  
NOTE: Any replacement outside of the approved specification is NOT ALLOWED.
  - Terms of Payment: Staggered payment within 60 days from receipt of original copy of Invoice/DR stamped & received by SMD. No payment for incomplete delivery unless there's a written and signed notice from supplier that a particular item/s cannot be delivered for any reason.
  
5. The End-user presented the Section VII Technical Specification of the project.

ITEM NO.	ITEM / SUPPLIES	TECHNICAL SPECIFICATION
1	Anesthesia Breathing circuit Adult (Single Limb) lot	<b>Packaging:</b> - individually packed; - sterile; - Length 150-200 cm or above, - w/ 3 liters bag, - with filter <b>Material:</b> - PVC (Medical grade plastic) <b>Functionality:</b> - corrugated, cannot be kinked - the circuit and the bag should fit well or not easily be detached from the face mask and the anesthesia machine limbs
2	Anesthesia Breathing circuit Adult (Two Limbs) lot	<b>Packaging:</b> - individually packed; - sterile; - length 150-200 cm or above, - w/ 3 liters bag, - with filter, - two (2) limbs, <b>Material:</b> - PVC (Medical grade plastic) <b>Functionality:</b> - corrugated, cannot be kinked

		- the circuit and the bag should fit well or not easily be detached from the face mask and the anesthesia machine limbs
3	Anesthesia Breathing circuit Pedia	<b>Packaging:</b> - individually packed; - sterile; - length 80-120cm or above, - w/ 1 liter bag, - with filter, - two (2) limbs, <b>Material:</b> - PVC (Medical grade plastic) <b>Functionality:</b> - corrugated, cannot be kinked - the circuit and the bag should fit well or not easily be detached from the face mask and the anesthesia machine limbs

6. Questions that were raised by the Suppliers:

Bidder	Questions/Clarifications raised by the bidder	Reply/Answer
Panamed Phils., Inc.	For items 1 and 2, we can do lot bidding but offer different brands?	As per End-user, it is okay if they offer different brands as long as it is one lot.

7. 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 **10:00 AM** after the BAC reiterated that deadline and opening of bids shall be on July 28, 2020 at 9:00 am at BAC Conference, G/F Main Building of NKTl.

Minutes taken by:

  
**TERESA MAE FINES**  
BAC Support Staff

Reviewed by:

  
**MARY JANE ANCHETA, LLB**  
Head, BAC Secretariat

Approved by:

  
**ARNOLD JOSEPH M. FERNANDEZ, MD**  
BAC Chairman