



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. 20-059**

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:**

Nicole Cabiles

Teresa Fines

**Technical Working Group:**

Hazel M. Villafranca, RN

Macaria G. Aseoche

**End-user:**

Jeniffer D. Fajutag

The **Pre-Bid Conference for the Supply and Delivery of Various Dietary Perishables (Line Bidding) (Framework Agreement)** with **ITB No. 20-059**, held at BAC Conference, G/F NKTi Main Building was called to order by **Dr. Fernandez, BAC Chairman at 10:15 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. 20-059.**

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

1. **MCS General Merchandise represented by:**
  - a. Jill Salazar
2. **Puregold Price Club, Inc. represented by:**
  - a. Roselyn Alota
3. **LVM Food Supply represented by:**
  - a. Diane Mallari
4. **C. Valley BCGM represented by:**
  - a. Vicente P. Cañoping

NAME OF PROJECT	Approved Budget for the Contract (ABC)	Price of Bidding Documents (non-refundable)
ITB No. 20-059		
<b>SUPPLY AND DELIVERY OF VARIOUS DIETARY PERISHABLES (LINE BIDDING) (FRAMEWORK AGREEMENT)</b>	Php 16,229,360.00	Php 25,000

- Date of Publication/ Posting **July 6, 2020 at the PhilGeps, NKTi Website and at a conspicuous place at NKTi**
- Date of invitation to observers **July 6, 2020**
  1. Transparency International Philippines
  2. Sentro Ng Alternatibong Lingap Panligal
  3. Parliament of Youth Leaders, Inc.
  4. Philippine Chamber of Commerce and Industry
  5. NKTi – Internal Audit
  6. NKTi – COA
- Opening of Bids **July 28, 2020 (Tuesday) at 9:00 AM  
BAC Conference Room  
G/F, NKTi Main Building**
- Supplemental Bid Bulletin (if any):
  - a. **Supplemental Bid Bulletin No. 20-059-1**
    1. Revised Section III Bid Data Sheet
    2. Changes in the Schedule of Submission and Opening of Bids

From:	To:
July 27, 2020 (Monday) 9:00 am BAC Conference Room, Ground Floor NKTi Building	<b>July 28, 2020 (Tuesday)</b> 9:00 am <b>BAC Conference Room, Ground Floor NKTi Building</b>

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 Dra. Valderrama. 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 DIETARY PERISHABLES SUPPLIES (LINE BIDDING)**  
**(FRAMEWORK AGREEMENT)**
- **Section III, Clause 2**
  - The Funding Source is:  
The Corporate Operating Budget of 2020 *in the total amount of Sixteen Million Two Hundred Twenty Nine Thousand Three Hundred Sixty Pesos only (Php 16,229,360.00)*

The name of the Project is: **SUPPLY AND DELIVERY OF VARIOUS DIETARY PERISHABLES (Subject to the Use Framework Agreement, GPPB Resolution No. 27-2019, dated 10 December 2019.)**
- **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 *Various Perishables*.

- **Section III, Clause 12.1**
  - All note regarding COVID-19 pandemic removed.
- **Section III, Clause 12.1 (a)(vii)**
  - Certified True Copy by the bidder's authorized representative of Audited Financial Statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years (**comparative year 2018 & 2019**) from the date of bid submission.

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

Item No.	Particulars	Specifications
1	Bangus, Boneless	<b>Features:</b> -3 pcs/kg -Boneless -Fresh -Firm -No Foul odor and taste
2	Beef Buo, Sirloin Special	<b>Features:</b> -Hazard Critical Control Point Certified by National Meat Inspection Services -Fine Grained -Lean and Tender Meat
3	Chicken Fillet	<b>Features:</b> -3-4 pcs./kg -Hazard Critical Control Point Certified by National Meat Inspection Services -Deboned
4	Chicken Leg (Drumstick)	<b>Features:</b> -7-8 pcs/kg -Hazard Critical Control Point Certified by National Meat Inspection Services -Freshly Cleaned -Not imported -Pinkish Meat

5	Chicken Whole	<b>Features:</b> -1.1-1.2 kg/pc -Hazard Critical Control Point Certified by National Meat Inspection Services -Freshly Chilled -No neck
6	Pork Loin, Lomo	<b>Features:</b> -Hazard Critical Control Point Certified by National Meat Inspection Services -Freshly Trimmed -Free from ligaments
7	Pork Pigue Fatless	<b>Features:</b> -Hazard Critical Control Point Certified by National Meat Inspection Services -Fresh -Fine Grained -Lean and Tender Meat
8	Dory Fillet	<b>Features:</b> -3 pcs/kg -Fresh and Firm -White in color -No foul odor and taste
9	Shrimp, Medium	<b>Features:</b> -28-30 pcs/kg -With shell
10	Tilapia	<b>Features:</b> 6-7 pcs./kg -Fresh -Firm -No foul odor and taste

5. 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 **10:28 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