

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49

Republic of the Philippines
National Academy of Science and Technology
3rd Level Science Heritage Building, DOST Compound
Bicutan Taguig City
Tels/Fax Nos.: 838-7792
Website: www.nast.ph/www.nast.dost.gov.ph
Email: secretariat@nast.ph; nast.bac@gmail.com

Minutes of NAST Bids and Awards Committee Pre Bid Conference
January 11 , 2016; 09:00 am; NAST Conference Room A

PRESENT

NAST Bids and Awards Committee (NAST BAC)

- | | | |
|------------------------------|---|----------|
| 1. Ms. Guada B. Ramos-Dimaya | - | Chair |
| 2. Ms. Rosemarie S. Espino | - | Co-Chair |
| 3. Ms. Reihvelle A. Perez | - | Member |
| 4. Ms. Rowena V. Briones | - | Member |
| 5. Ms. Charyl C. Apuyan | - | Member |

OTHERS PRESENT:

1. Ms. Chona S. Santos, BAC Secretariat
2. Mr. Morris E. Dasalla, Project Assistant III
3. Mr. Niño M. Rodil, Science Research Specialist I

1. Call to Order

Ms. Guada B. Ramos-Dimaya, Information Officer V and Chair, called to order the pre-bid conference for the project “Provision of Secondary Internet Connection Service to NAST” at 9:35 am.

2. Ms. Ramos-Dimaya introduced the members of the BAC, and acknowledged the presence of the following prospective bidders:

- a. Mr. Manuel R. Bernabe, Key Account Manager – WiFi City Inc.
- b. Mr. Ruel Barcanilla, Unit Head – WiFi City Inc.
- c. Ms. Genevive Valenzuela, Solutions Architect – Radius Telecom, Inc.
- d. Mr. Earvin Cedro, Relationship Manager – Radius Telecom, Inc.
- e. Ms. Lilybeth Mauro, Account Manager – Eastern Telecommunication Philippines, Inc.

For record purpose, the Chair informed those present that the BAC Secretariat invited the following observers to witness all the activities regarding the procurement at hand:

- a. Mr. Alberto Lim, Executive Director, Makati Business Club;
- b. Mr. Crisanto S. Frianez, Secretary General, Philippine Chamber of Commerce and Industry:

- 50 c. Mr. Aplinario S. Dichoso, Executive Director, Evelio B. Javier
51 Foundation, Inc.;
- 52 d. Engr. Virgilio S. Santos, President, Procurement Watch, Inc.
- 53 e. Ms. Jennifer Albano, Executive Director, Institute for Politics and
54 Governancne; and
- 55 f. Mr. Vicente Lazatin, Executive Director, Transparency and
56 Accountability Network.
- 57
- 58 3. The following were emphasized for the bidding of the above project:
- 59
- 60 a. The source of funding is the FY 2016 General Appropriation Act
61 (GAA)
- 62
- 63 b. The Approved Budget for the Contract (ABC) is ₱200,000.00;
- 64
- 65 c. The completion period is thirty (30) calendar days from the effectivity
66 of the contract;
- 67
- 68 d. The deadline for the submission of bids is on January 21, 2016 at 9:00
69 A.M. The reference for time is the biometrics time recorder at the
70 NAST lobby. Late bids will not be accepted;
- 71
- 72 e. The opening of bids will be on January 21, 2016 at 9:30 A.M. at the
73 NAST Conference Room. Representatives of the bidders are
74 encouraged to attend;
- 75
- 76 f. All bids should be valid for 120 calendar days;
- 77
- 78 g. In the submission of bids, the two-envelop system will be followed.
79 The bidders must submit one (1) original copy and two (2) copies of
80 the Technical/Eligibility and Financial Documents. The bidders are
81 reminded to strictly follow the sealing and marking of bids on Sections
82 19 and 20 of the Instruction to Bidders (pp 24-25). The list of
83 documents to be submitted is on pages 81 and 82 of the Bid
84 Documents.
- 85
- 86 h. For those submitting a Surety Bond, it should be valid for 120 calendar
87 days, callable on demand and the official receipt must be attached;
- 88
- 89 i. The bidders have until January 13, 2016 to submit written queries;
- 90
- 91 j. The bidders were reminded to familiarize themselves with the
92 provisions of R.A. 9184 (the Government Procurement Reform Act)
93 and its Implementing Rules and Regulations (IRR).
- 94
- 95 4. Ms. Ramos-Dimaya also announced the correction to the Bid Documents on
96 page 5, item no. 5, second sentence which should read as “A complete set of
97 bidding documents may be purchased by interested bidders from January 11,
98 2016...”

99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147

5. The following were the questions raised during the pre-bid conference and the corresponding answers:

- a. Are the bidders required to post or pay in advance the bid security and present the official receipt during the bid opening?

The bid security should be included in the Technical/Eligibility Documents which should be submitted on or before January 21, 2016, 9:00 AM.

- b. What are the documents included in the two envelopes?

The lists of documents required to be submitted are on pages 81 and 82 of the Bid Documents.

- c. Can the bidders submit their proposal in a different format, i.e., using their company letterhead?

The bidders may submit their proposal using their company letterhead but they must also submit their proposal using the forms as required in the bid documents. They also have to submit the applicable price schedules (forms on pages 75-76 whichever is applicable).

- d. The technical specifications indicate /29 public IP Address, what are the applications running using those 5 usable IPs?

NAST is currently using the Human Resource Management Information System (HRMIS) and the Records Management System. NAST will also use the eNGAS (which will be requested from the Commission on Audit).

- e. Can the bidders be provided with the existing NAST network set-up? How can the provider set up their equipment going to the local area network?

NAST's existing network set up is basically from the router, firewall, LAN then to the two (2) servers.

- f. Does NAST have a router and a modem? What model? Can NAST use the router and the PLDT modem to connect to the equipment of the winning bidder?

NAST is currently using the PLDT DSL modem and the Linksys WRT320P router.

- g. Does the bidder have to provide a router? Will it be managed by the winning bidder or NAST? What are the technical specifications of the router?

148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195

Yes, the bidder will provide a router to be managed by NAST with assistance from the bidder, if needed. The specifications will have to be provided by NAST.

- h. Since NAST has a switch, where is it directly connected?

The switch is directly connected to the router, then from the router to the firewall then to the users.

- i. Is the firewall to the servers wired? *Yes*

- j. From the firewall to the router, how many ports? *Only one (1).*

- k. Is your firewall capable of configuring the public IP address? *Yes.*

- l. Since the bidding is for secondary internet connection service, is NAST going to maintain its PLDT subscription?

NAST's primary connection is with DOST and the secondary connection is the PLDT DSL. NAST will terminate its subscription with PLDT once the secondary connection is in place.

- m. Is the subscription period really from March to December 2016?

The subscription is from March to December 2016 and may be renewed after evaluation.

- n. The delivery period is 30 calendar days. Can this be amended to 30 to 45 calendar days which is the usual delivery period?

The 30 calendar days delivery period will not be amended.

- o. On the "Statement of Ongoing and Completed Contracts", is it really 5 years and not 3 years?

The statement to be submitted should include contracts within 5 years.

- p. Where will the termination of cables be – in NAST building or in DOST?

The termination will be done in NAST building.

- q. How will the migration from the old connection to the new connection be implemented?

NAST will be using its primary connection from DOST while the migration from the PLDT connection to the new secondary internet connection is being implemented.

196
197
198
199
200
201
202
203
204
205

206
207
208
209
210
211
212
213
214
215
216
217
218
219
220

6. Ms. Espino informed the prospective bidders that the technical specifications also include the term “The bidders must not rely on other providers to deliver the services”. This provision will be included in the Bid Bulletin.
7. Ms. Ramos-Dimaya announced that the NAST will issue a Bid Bulletin on January 15, 2016 regarding changes/clarifications in technical specifications and other issues raised during the pre-bid conference.
8. The meeting was adjourned at around 10:30 am

Prepared by:

Approved:

MORRIS E. DASALLA

GUADA B. RAMOS-DIMAYA

Project Assistant III

Chair, NAST BAC

CHONA S. SANTOS
Administrative Officer V
BAC Secretariat