

BIDS AND AWARDS COMMITTEE

MINUTES OF PRE-BID CONFERENCE

April 2, 2020 / 2:30 PM

Credit Information Corporation, Webex Meeting

Project Title: **PROCUREMENT OF MANAGED SECURITY SERVICES**
Project No: **2020-CIMS(008)-PB-001**
ABC: **PhP10,000,000.00**

I. Attendance

Bids and Awards Committee

- | | | |
|-----------------------------------|---|------------------|
| 1. Ms. Milcah A. Capundag | - | Chairperson |
| 2. Ms. Ma. Bernadette B. Bautista | - | Vice Chairperson |
| 3. Mr. Marbin M. Fadriquela | - | Member |

Technical Working Group

- | | | |
|----------------------------------|---|--------|
| 1. Atty. Ryan Romeo P. Perez | - | Head |
| 2. Mr. Ariel C. Dajao | - | Member |
| 3. Ms. Tony Rose E. Unciano | - | Member |
| 4. Mr. Herby Jose E. Taiño | - | Member |
| 5. Mr. Anthropol L. Delos Santos | - | Member |
| 6. Ms. Maria Prexcilla R. Ypil | - | Member |

Resource Person

- | | | |
|---------------------------------|---|--------|
| 1. Mr. Michael Vincent E. Ecube | - | Member |
|---------------------------------|---|--------|

Secretariat

- | | | |
|----------------------------|---|--------|
| 1. Ms. Phoebe Ann R. Wagan | - | Head |
| 2. Ms. Kristalyn D. Bunag | - | Member |

Prospective Bidders

- | | | |
|-------------------------------|---|--|
| 1. Dennis M. Villa | - | Questech Co., Inc., |
| 2. Luichi Robles | - | Information Technology Security Distribution, Inc. |
| 3. Roxanne Salindong | - | Information Technology Security Distribution, Inc. |
| 4. Mbyun Galibut | - | Questech Co., Inc., |
| 5. Edison Fortuna | - | Nexus Technologies Inc. |
| 6. Maria Brigitte B. Villegas | - | Nexus Technologies Inc. |

II. Call to Order

The Pre-Bid Conference for Managed Security Services under Public Bidding No. 2020-CIMS(008)-PB-001 of the Credit Information Corporation was called to order on 3rd of April 2020 at 2:46 P.M. and held at Webex Meeting. The BAC Secretariat documented the minutes of the meeting.

III. Certification of Quorum

The BAC Chairperson certified that the quorum of the BAC was present to transact business. She acknowledged the presence of the BAC members, Technical Working Group, Resource Person, BAC Secretariat and Prospective Bidders.

IV. Highlights of Discussion

- Ms. Milcah Capundag, BAC Chairperson of the Credit Information Corporation (CIC), discussed and elaborated the general requirements for Government Procurement specifically Public Bidding No. PB20 in line with the Revised Implementing Rules and Regulations of the republic Act (RA) 9184 with the purpose of clarifying questions of the procurement at hand and to interpret the technical specifications for the fully understanding of the prospective bidders.
- Ms. Capundag also mentioned that any statement issued during the pre-bid conference will not be binding unless it is put in writing later on and issued through a bid bulletin. Valid amendments and clarifications shall be issued through a bid bulletin only.
- Ms. Capundag emphasized the importance of sequencing of documents in envelope for efficient opening of the bids.
- To avoid disqualification and non-compliance to the requirements, the importance of information completeness and accuracy was accentuated.
- Lastly, Ms. Capundag stressed the no contact rule policy.

“Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award. However, the BAC, through its Secretariat, may ask in writing the bidder for a clarification of its bid. All responses to requests for clarification shall be in writing.”

V. Bidder’s Queries / Concerns

1. For the general requirements, there were no questions asked except for the item 5.4 in the bid data sheet.

“For this purpose, similar contracts shall refer to any contracts involving Managed Security Services or Managed Services.”

A representative from Questech Co., Inc., asked if Managed Services can be removed.

Ms. Ma. Bernadette B. Bautista, BAC Vice-Chairperson, answered that “Managed Services” will be retained. It was agreed by all prospective bidders in attendance and members of the BAC. A supplemental bid will be issued to make the Managed Services more specific and it was seconded by the BAC Chairperson.

2. For item 3.0.8, Section VII. Technical Specifications, a representative from Questech Co., Inc., asked whether they can submit an end user certification from the same industry to prove their Threat

Intelligence Platform capability. Mr. Fadriquela, BAC member, answered in affirmative. An end-user certification can be considered.

3. For item 1.3.2, Section VII. Technical Specifications, a representative from Questech Co., Inc., requested this item to be deleted as it was not a SOC certification. Mr. Fadriquela agreed that this item can be removed.
4. A prospective bidder asked whether the total Approved Budget for the Contract (ABC) of the project was already VAT inclusive. Ms. Wagan, BAC Secretariat, confirmed that the total ABC was already VAT inclusive.
5. A prospective bidder asked how can they purchase the Bidding Documents for this project. Ms. Wagan answered that the prospective bidders should coordinate with the BAC Secretariat. Hard copies will be available for sale after the lifting of Enhanced Community Quarantine.

VI. Next Steps

- A Bid bulletin will be issued to reflect changes in the provisions of the Bidding Documents.
- Managed Services, as similar contract, in Bid Data Sheet, ITB Clause 5.4 of the Bidding Documents will be retained. A supplemental bid will be issued to make it more specific.
- Deletion of Item 1.3.2 in Section VII. Technical Specifications will be included in the Bid Bulletin.
- Deadline of submission of Letters for Clarification will be on April 6, 2020.
- Deadline of Submission and Opening of Bids will be on April 15, 2020. A bid bulletin will also be issued for the extension of deadline should the ECQ will be extended.

VII. Adjournment

- Having no other matters to discuss, the meeting was adjourned at around 4:04 PM.

Prepared by:

Sgd.
KRISTALYN D. BUNAG
Secretariat, Member

Noted by:

Sgd.
PHOEBE ANN R. WAGAN
Secretariat, Head

Sgd.
ATTY. RYAN ROMEO P. PEREZ
Technical Working Group (TWG), Head

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Concurred by:

BIDS AND AWARDS COMMITTEE

SGD

MARBIN M. FADRIQUELA

BAC Member

SGD

MA. BERNADETTE B. BAUTISTA

Vice-Chairperson

SGD

MILCAH A. CAPUNDAG

Chairperson