



REPUBLIC OF THE PHILIPPINES

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## PHILIPPINE STATISTICS AUTHORITY

Bldg. C, Fiesta World Mall, Marawoy, Lipa City, Batangas  
Tel#: (043) 756-0412; Telefax: (043) 757-0812

### **MINUTES OF PRE-BID CONFERENCE**

#### **Procurement and Delivery of Supplies and Materials for the 2020 Census of Population and Housing (CPH)**

Present were:

Chairperson: Wilma A. Villafuerte

Vice-Chairperson: Benigno F. Perido

Members: Elvin D. Arasula  
Marinela C. Magcamit

Secretariat: Joselyn G. Madrigallos  
Anselma A. Fajutagana  
Marife R. Molon

Technical Working Group:  
Silver M. Quiatchon  
Juliedin B. Nohay  
Jessica M. Atienza

Observers:  
Nimfa C. Torres (Fiesta World Mall)

Witness: Flordeliza C. Cordova (COA)

Bidder/s Present:

Cristina Bautista (Bihis Cruz Inc.)  
Maria Inocencia Chua (Pomelio Trading)  
Mark Jason Bautista (JC Maple Trading)  
Arthur Bental (Holy Angel Trading)

- Listed below are the invited Observers to attend the Pre-Bid Conference:

MS. FLORDELIZA C. CORDOVA  
State Auditor IV (Team Leader)  
Commission On Audit Reg IVA  
Lipa City, Batangas

THE PRESIDENT  
Royal British College  
Brgy. Marawoy  
Lipa City, Batangas

MS. NIMFA C. TORRES  
Leasing Officer  
Fiesta World Mall, Marawoy  
Lipa City, Batangas

Members of the Regional Bids and Awards Committee (RBAC) arrived at the PSA RSSO IV-A before the call time. Also present was one of the invited Observers and Witness along with the bidders.

The pre-bid conference for Procurement and Delivery of Supplies and Materials for the 2020 Census of Population and Housing (CPH) was called to order at 9:00 a.m. of December 2, 2019 and was presided by Ms. Wilma A. Villafuerte, the RBAC Chairperson.

The Pre-Bid Conference intends to convene prospective bidders in order to discuss with them various aspects of the project being procured, as well as presentation of Pre-Qualification Requirements of Bidders.

Ms. Marife R. Molon, a member of the BAC Secretariat, led the group in an Opening Prayer followed by the introduction of participants present during the Pre Bid Conference.

Ms. Villafuerte then formally welcomed all present and initially informed them of the main objective of the Pre Bid Conference. She discussed the details of the Invitation To Bid as well as the various provisions encompassing the Philippine Bidding Documents (PBDs). She also conveyed that certain addendum will be posted/uploaded over the PhilGEPS website specifically on the following aspects:

- Addendum No. 1 : Change on the Category of Procurement
- Addendum No. 2: Changes on the Prices of PBD by lots
- Addendum No. 3: Changes on the Funding Source
- Addendum No. 4: Changes on the Technical Specifications
- Clarification: On the concept of "similar on-going or completed contract"

The bidders were given the chance to raise their queries and clarifications.

Below are the issues/clarifications raised:

<b>Issue</b>	<b>Response</b>
1. Clarification on the tumbler being part or being considered as Office Supplies	RBAC confirmed that Tumbler can be listed or considered as Office Supplies (for the purpose of identifying similar on-going contract)

2. Request on possible adjustment of Delivery Period	RBAC informed that the Delivery Period of 42 days cannot be adjusted since all supplies and materials are needed to be delivered to meet the Training Schedules for the 2020 CPH.
3. Clarification on the "similar on-going or completed contract" for the past 1 year if such can be adjusted to 5 years	RBAC confirmed that 1 year remains in effect as published and cannot be adjusted to 5 years
4. Clarification on submission of "similar on-going or completed contract" for the past 1 year – if it will be on per Lot basis	RBAC confirmed that "similar on-going or completed contract" for the past 1 year individually or per lot must be submitted
5. Clarification on the number of sets of Technical Eligibility to be submitted	RBAC informed all bidders that only One (1) set of Technical Eligibility can be submitted. However, they must submit sealed financial envelopes for each lot
6. Clarification on the Testing of T-Shirt per bid if 100% cotton	RBAC shared that the PSA can invite technical person to check authenticity of the material of the shirt
7. Clarification if Bidders can bring sample of the supplies and materials during the Bid Opening	BAC shared that such is usually required during the Post Qualification but bidders may bring if they opt to during the Bid Opening
8. Clarification on the print of PSA Logo for the Tumbler and Clipboard (sticker or printed)	RBAC confirmed sticker will do but the PSA logo must be printed in colored design

There having no other bidders present and topics for discussion, the pre-bid conference adjourned at 12:04 p.m.

Prepared by:

(Sgd.)

**MARIFE R. MOLON**

RBAC, Secretariat

Approved by:

(Sgd.)

**WILMA A. VILLAFUERTE**

RBAC Chairperson