

**PHILIPPINE GUARANTEE CORPORATION
MEETING OF THE BIDS AND AWARDS COMMITTEE
PRE-BID CONFERENCE
PROCUREMENT OF MANPOWER SERVICES (2020)
January 14, 2020**

PRESENT:

VP Arsenio De Guzman	-	Vice Chairperson
Atty. Nelia O. Oandasan	-	Member
VP Rafael P. Delos Santos	-	Member
VP Melinda M. Adriano	-	Member
Ms. Julie M. Zardilla	-	Member
Atty. Ronces Anne S. Reyes-De Leon	-	Lead, Secretariat
Ms. Karenina V. Joaquin	-	Co Lead, Secretariat
Ms. Nemia C. Mabulay	-	Member, Secretariat
Ms. Enercita E. Joson	-	Member, Secretariat
Ms. Kristine Gebilauin	-	Member, Secretariat
Atty. Maria Lourdes Abayari	-	Member, Secretariat
Ms. Luisa E. Cabrera	-	Member, Secretariat
Mr. Merben R. Ariate	-	Member, Secretariat
Mr. Eric Conrado Lumague	-	Member, Secretariat
Atty. Rhys Hywel N. Salise	-	Member, TWG
Ms. Jackie Lou M. Eugenio	-	Member, TWG
Ms. Krystal A. Matias-De Jesus	-	Member, TWG
Ms. Donnah May G. Violago	-	Member, TWG
Mr. Aries Joseph R. Leynes	-	Member, TWG
Ms. Patricia Marie P. Cruz	-	Support Staff, BAC Secretariat
Ms. Patricia Anne P. Dela Peña	-	Support Staff, BAC Secretariat
Ms. Javena Vailosis	-	Support Staff
Mr. Allan Esmedia	-	Support Staff
Mr. Junel Sapungan	-	Support Staff
Mr. Prince M. Pacasum	-	Representative, COA
Ms. Mary Grace Apolinario	-	Representative, COA
Mr. Jun T. Canlas	-	LSERV Corporation – Bidder
Ms. Carleen Bautista	-	LSERV Corporation - Bidder
Ms. Angeline Salvador	-	TSI, Inc. - Bidder
Mr. Joey De Vera	-	TSI, Inc. - Bidder

I. CALL TO ORDER

After ascertaining the presence of a quorum, the Vice Chairperson, Mr. Arsenio C. De Guzman, called the meeting to order at 2:00 p.m.

Mr. De Guzman noted the presence of representatives from:

1. LSERV Corporation (LSERV);
2. Temps and Staffers, Inc. (TSI); and
3. Commission on Audit.

The BAC Secretariat invited the Coalition Against Corruption and the Philippine Chamber of Commerce and Industry to the Pre-Bid Conference on January 6, 2020. They did not attend despite receipt of the invitation on the same date.

II. PRESENTATION OF THE TERMS OF REFERENCE

Ms. Julie M. Zardilla, Provisional BAC Member, presented the requirements, terms, conditions, stipulations and timetable of activities for the Procurement of Manpower Services for 2020.

III. OPEN FORUM

During the Open Forum, the following were discussed:

Query/ Comment	Reply
Is the increase in PhilHealth rates effective January of 2020 already considered in the ABC?	The ABC does not include the increase in the 2020 PhilHealth rates. The Bidder shall use the old PhilHealth rates in computing their Bid Amount.
Who shall provide the necessary tools of the COS personnel?	The Manpower Service Provider shall provide the necessary tools of the COS personnel.
Does the five (5) years of experience requirement applicable to all the positions?	The five (5) years of experience requirement applies to the experience of the Manpower Service Provider, not to the COS personnel. PhilGuarantee shall provide the Qualification Requirements, including the experience requirement, for each position.
When will the one-year contract for manpower services commence?	The one-year contract for manpower services shall commence five (5) days from receipt of the Notice to Proceed.

The bidders were informed that they may still request for clarifications in writing ten (10) days before the submission/opening of bids and that a Bid Bulletin may be issued at least seven (7) days before the submission/opening of bids.

Lastly, the bidders were reminded that the deadline for the submission of bids is on January 27, 2020 at 2:00 p.m. The opening of bids will follow shortly at 2:15 p.m. at the Conference Room, 3rd Floor, Jade Building, Sen. Gil Puyat Avenue, Makati City.

IV. ADJOURNMENT

There being no other matters to discuss, the Vice Chairperson adjourned the meeting at 4:00 p.m.

Prepared by:



RONCES ANNE S. REYES-DE LEON
Lead, BAC Secretariat

Approved:



ARSENIO C. DE GUZMAN
Vice-Chairperson



ENGR. RAFAEL P. DE LOS SANTOS
Member



MELINDA M. ADRIANO
Member

ATTY. NELIA O. OANDASAN
Member



JULIE M. ZARDILLA
Member