

1 **Republic of the Philippines**
2 **Power Sector Assets and Liabilities Management Corporation**
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8 **Minutes of Pre-bid Conference**

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10 **Procurement of Comprehensive Maintenance Service Agreement for Virtualization**
11 **Software**
12 **(Project Reference No. 2021-PB-VMWARE-034-01)**

13
14 **Present:**

15
16 **Bids and Awards Committee (BAC)**

17	Atty. Glenda Leah A. Caringal	Vice-Chairperson
18	Mr. Ronald V. Siquioco	Member
19	Mr. Edgar C. Cabrera	Member
20	Atty. Frederick R. Tamayo	Member
21	Mr. Rey Evince R. Valencia	Alternate Member

22 **Technical Working Group (TWG)**

23	Mr. Ernesto Y. Tinaan Jr.	Chairperson
24	Ms. Rubylyn S. Lumactod	Member
25	Ms. Fatima Jaira L. Aldeguer	Member

26 **BAC Secretariat**

27	Mr. Rommel R. Oira	Head
28	Ms. Maria Anna R. Dela Cruz	Member
29	Mr. Caesar R. Antonio	Member
30	Ms. Mary Grace E. Catarin	Member
31	Ms. Annaliza C. Lopez-Cruz	Member
32	Ms. Aya N. Jacildo	Member

33 **Bidders**

34	Ms. Camille Kilakiga	Integrated Computer Systems, Inc.
35	Mr. Keith Marinay	HTech Corporation
36	Ms. Cyd Margaret V. Miel	HTech Corporation

37
38 The pre-bid conference for the Procurement of Comprehensive Maintenance
39 Service Agreement for Virtualization Software (the "Project"), held via ZOOM
40 Cloud Meetings APP, was called to order at 02:06 PM on 2 July 2021, and was
41 presided by the BAC Vice-Chairperson, Atty. Glenda A. Caringal.

42
43 **1. Business Matters:**

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45 The BAC Vice-Chairperson asked the BAC Secretariat if there is a quorum, to
46 which the BAC Secretariat replied in the affirmative.

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48 The BAC Secretariat informed the BAC that invitations to observe the
49 proceedings, including the zoom details, were sent to the Commission on Audit and
50 other observers from the private sector and non-government organization,
51 however, no observers attended the pre-bid conference.

52

53 The BAC Vice-Chairperson introduced the members of the BAC, the BAC
54 Secretariat and TWG and acknowledged the presence of the representatives of the
55 interested Bidders from Integrated Computer Systems, Inc. (ICS) and HTech
56 Corporation.
57

58 Also, the BAC Vice-Chairperson mentioned that the purpose of this Pre-bid
59 Conference is to clarify and address bidder's questions to fully understand the
60 bidding requirements. Further, the BAC Chairperson clarified that any statement
61 issued during the pre-bid conference shall not modify the terms of the bidding
62 documents unless made in writing and issue through a Supplemental Bid Bulletin.
63

64 The BAC then proceeded with the pre-bid conference.
65


66 2. Presentation of the Bidding Document and Clarification from the Bidder

- 67 ○ The TWG presented and discussed the Bidding Documents.
- 68
- 69
- 70 ○ Ms. Kilakiga of ICS asked whether the VMWare or ICS should conduct and
71 issue a training certificate and where the training location should be. The
72 TWG responded that VMWare should be the one to conduct it, and the
73 training should have a certification exam. Due to the current pandemic,
74 VMWare may conduct the training online.
75
- 76 ○ The BAC Vice-Chairperson then asked each representative of the Bidders for
77 any additional questions or clarification, to which all responded none.
78
- 79 ○ Moreover, the BAC informed the Bidders that in case they may have
80 additional inquiries and clarifications, they can send them through the
81 official e-mail address of the BAC Secretariat as indicated in the Bidding
82 Documents, until 08 July 2021 or seven (7) days before the bid submission
83 deadline.
84


85 3. Adjournment:

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87 There, having no further clarifications from the Bidders and other matters to be
88 discussed, the pre-bid conference was adjourned at 02:45 PM.

Prepared by:


AYA N. JACILDO
BAC Secretariat Member

Reviewed by:


ROMMEL R. OIRA
BAC Secretariat Head

Approved by:


GLEND LEAH A. CARINGAL
BAC Vice-Chairperson