



Republic of the Philippines  
Department of the Interior and Local Government  
**BUREAU OF JAIL MANAGEMENT AND PENOLOGY**  
**BIDS AND AWARDS COMMITTEE**  
*Parian, City of San Fernando, La Union*



**MINUTES OF PRE-BID CONFERENCE FOR THE PROJECT ENTITLED:  
PROCUREMENT OF 1 LOT VARIOUS REHABILITATION SUPPLIES OF PDL OF  
BJMPRO-I FOR THE MONTHS OF JANUARY-DECEMBER 2020**

**February 18, 2020 @ 10 A.M.**

**Attendance:**

**BAC MEMBERS**

JSSUPT FLORANTE D NISPEROS	-	Chairperson (on official business)
JSUPT KENNETH A BID-ING	-	Vice-Chairperson
JSINSP RAY C CABRADILLA	-	Member
JSINSP JOHN WAYLAND A LAPON	-	Member (on official business)
JINSP EDWARD CLIFF S FATANER	-	Member

**SECRETARIAT**

JSINSP LITO S LAM-OSEN	-	Head
SJO3 Carlos E Boado	-	Member
SJO2 Joy S Benabese	-	Member
JO2 Agnes B Astodillo	-	Member

**TWG for Goods**

JINSP MONINA G TANINGCO	-	Head
SJO4 Josephine Fe D Daen	-	Member

**OTHERS**

Ms. Perlita F Calacsan	-	COA Representative/Observer
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The Pre-Bid Conference for the above titled project held at BJMPRO-I, Multi-Purpose Hall, Camp Florendo, Parian, San Fernando City, La Union was called to order at 10:00 A.M. on February 18, 2020 by the BAC Vice-Chairperson, JSSUPT KENNETH A BID-ING.


After determining the presence of a quorum, JSSUPT BID-ING acknowledged the presence of the other BAC Members, BAC Secretariat, TWG and Ms. Perlita F. Calacsan- an observer from the Commission on Audit. This was followed by the giving of a brief overview about the project having an ABC of P4,848,000.00. Noting that no prospective bidder is in attendance, JSSUPT BID-ING asked the Secretariat if there were bidders who have purchased bidding documents for the project. JSINSP LAM-OSEN responded that one bidder had purchased bidding documents on February 17, 2020 but was not present at the moment. The Vice-Chairperson then explained the rationale of the pre-bid conference which is supposed to discuss, clarify and explain among other things the eligibility requirements and the technical and financial components of the contract to be bid including questions and clarifications to be raised by the prospective bidders. Nonetheless, the TWG was still directed to discuss the details of the project.

JINSP MONINA TANINGCO, TWG Head asserted that there are forty (40) kinds of supplies to be procured for the project which are to be delivered on March 27, June 25 and September 25, 2020. The first delivery will be 50% of all the items and the second and third deliveries will be 25% respectively. The 1<sup>st</sup> delivery will be the PDL's supply for the 1<sup>st</sup> and 2<sup>nd</sup> quarter and the 2<sup>nd</sup> and 3<sup>rd</sup> deliveries will be the PDL's supplies for the 3<sup>rd</sup> and 4<sup>th</sup> quarter.

After all the requirements and the items to be purchased were discussed, JSINSP LAM-OSEN reminded the audience of the next BAC meetings set on March 02, 2020 @ 10:00 am for the Opening of Bids, March 03, 2020 @ 1pm for the Bid Evaluation and March 09, 2020 @ 1pm for the reporting of Post Qualification.

There being no other remaining topics for discussion, JSINSP CABRADILLA moved for the adjournment of the proceedings which was duly seconded by JSINSP FATANER, the Pre-Bid Conference was adjourned at 10:16 am.

Prepared by:

  
**JSINSP LITO S LAM-OSEN**  
Head of BAC Secretariat

Noted by:

  
**JSSUPT KENNETH A BID-ING**  
BAC Vice-Chairperson