



**National Power Corporation
MINUTES OF PRE-BID CONFERENCE**

**SUPPLY AND DELIVERY OF VARIOUS MEDICINES FOR NPC HEAD OFFICE CLINIC
(CY2021)**

PR NO. HO-CBM21-005/ REF. NO. PB210315-NA00060

DATE : 01 March 2021
TIME : 9:00 AM
VENUE : Kañao Function Room, NPC Building, Diliman, Quezon City
BID OPENING : 15 March 2020

Attendees:

BIDS AND AWARDS COMMITTEE (BAC)

Chairman:

Atty. Rogel T. Teves

Vice President, PES

Vice Chairman

Atty. Rodolfo M. De Guzman, Jr.

Corp. Atty. A, LSD, OLC

Members:

1. Atty. Rosalito R. Castillo
2. Biverly V. Estella
3. Antonio A. Orquia
4. Jenalyn Aurea S. Tinonas

Manager, IPPCM, RMS
Manager, PPAD, CPD, CAG
Manager, QASD, ESD, PES
Manager, FPBPRD, AFG

OBSERVER/S

Vedalisa N. Arevalo

Sr. Dept. Manager, IAD – via virtual

TECHNICAL WORKING GROUP (TWG)

Chairman:

Lucila D. Fuentes

Principal Chemist A, EMAD, EMD, PES

Representative (End User)

Dr. Unido Fabregas

Physician, Clinic

Patricia Janelle Contreras, RN

Nurse, Clinic

BAC SECRETARIAT

Nathalie Claire R. Abarquez

PROSPECTIVE BIDDERS

Prospective Bidders

1. Mount Sinai Solution and Pharmaceutical Supply
2. Sandoval
3. Roymed
4. Euromed Laboratories Phil., Inc.
5. Pomona Pharma
6. Eurocare
7. Elohim Pharma
8. Kulits Drugstore

Representative/s

Cherry Grace Fernandez

Hannah de Guzman

Mc Gregor Empaynado

Mary Grace Aniciete

Cherrielyn Panagsaoan

Roshan Biasco

Khristine Ocubillo – via virtual

Leny Abellanida

Mia Pabera

Minutes of the Proceedings

The pre-bid conference was called into order by the BAC Chairman, Atty. Rogel T. Teves, at 09:49 A.M. in the presence of the Members of the BAC, Members of the TWG, BCSD Secretariat, observers and the prospective bidders.

As of the Pre-Bid Conference, no bidder secured the Bidding Documents. However, eight (8) prospective bidders, namely, Mount Sinai Solution and Pharmaceutical Supply, Sandoval, Roymed, Euromed Laboratories Phil. Inc., Pomona Pharma, Eurocare, Elohim Pharma, and Kulits Drugstore attended the pre-bid conference. The TWG referred the prospective bidders to the salient points of the PR. The ABC is PhP 3,713,232.00. Schedule of Bid Submission and Opening is on 15 March 2021 at 9:30 A.M.

Hereunder are the queries/concerns raised by the prospective bidder(s):

Name of Bidder/s	Bidder's Concerns/Queries	NPC Reply / Agreement
1. Mount Sinai Solution and Pharmaceutical Supply	1. Clarification if the award for this project is "per lot" or "per item" basis.	1. As stated in Section III – Bid Data Sheet Clause 1.2: "Contract Award will be on per item basis. Each item will be evaluated and compared with other bids separately and recommended for contract award separately. xxx"
2. Sandoval	1. Is NPC strict with the quantity per box?	1. The clause that can support this is indicated in Section VI – Technical Specification Part I Clause TS-2.0 Scope of Works. As stated "In case the quantity of medicines per package/box being offered by the bidder does not tally with the total quantity in NPC requirement, it can be accepted; provided, that the total quantity in piece is the same or more than the NPC requirement and the price is within the Approved Budget for the Contract (ABC). It should not be a loose box.
	2. Clarification on the unit of item 23&24 which is in TAB. This is contradicting to what is indicated in the description, which is "Clarithromycin, 500mg, 50's tabs".	2. NPC will coordinate with the end-user and will issue a clarificatory bid bulletin.
	3. We already applied for renewal of Certificate of Product Registration (CPR). Will Official Receipt, as proof that we have applied for renewal for CPR, be enough?	3. NPC will coordinate with the end-user and will issue a clarificatory bid bulletin.
3. Roymed	1. Is this for one-time delivery?	This is for one-time delivery as indicated in Section VI -Technical Specification Clause TS-3.0. Delivery Period and Location.
	2. What is the shelf life of the medicine?	As stated in Section VI – Technical Specifications Clause TS-2.0 Scope of Works, "The medicines to be supplied have an expiry date of at least Eighteen (18) months from the date of delivery."

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4. Eurocare	1. Since this is on per line item, clarification if the bidder is allowed to choose on what item they are going to participate?	1. Yes. Bidders may choose on what items they are going to participate.
	2. May we participate on item 86&87 (Multivitamin 5 Calcium Carbonate + Vit. D) instead on item 84&85 (Multivitamins1: Vitamin A 5000IU, Vit. E 100IU), Vit. C 500mg, Zinc Sulfate 25mg) since this item refers to a specific brand?	2.The specification for item 84&85 is the preferred specification of NPC employees. This is also found to be good and effective. NPC is specific with the minimum requirements. For your participation, it depends on the bidder on whether your proposed medicine is qualified on the requirement.
	3. It is stated in the bid documents that the shelf life is atleast eighteen (18) months, is the transportation from the manufacturer as well as to the distributors also considered for this requirement? Is it also possible for the bidder to submit a warranty/guarantee letter stating that the items nearing expiration, such as six (6) months, can be changed of the proposed brand?	3.NPC will coordinate with the end-user. NPC will issue a bid bulletin if there will be changes.
	4. Is It possible to submit the CPR during post qualification?	4. NPC will discuss this with the end-user.
5. Euromed	1. Is it possible to bid Loperamide instead of Loperamide HCl for item 67&68? For item 75&76, is it possible to bid Mefenamic Acid of Ritemed instead of Mefenamic Acid NSAID? For item 79, our medicine is metoprolol with tartrate tablets instead of metoprolol capsules?	1.NPC will issue a bid bulletin.
	2. Clarification on the	2.Yes. As stated in Section VI – Technical

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	schedule of requirements, is it really thirty (30) calendar days?	Specifications, once that the NTP is conformed by the supplier, then the thirty days will reckon from that day.
	3. Is the schedule of requirement included in the financial component?	3. Yes. It is in the second envelope as indicated in Section VIII – Bidding Forms NPCSF-GOODS-01 Checklist of Technical and Financial Envelope Requirements for Bidders.
	4. The submission of requirements will be based on the checklist provided in the bid documents?	4. Yes. The BAC instructed the prospective bidders to review all of the documents to be submitted indicated in the Bid Documents.
	5. For the SLCC, how many years are allowed for the submission of completed contract?	5. Indicated in the Invitation to Bid the Relevant Period of SLCC reckoned from the date of submission & receipt of bids must be two (2) years. It should be two (2) years prior to the bid opening.
	6. Clarification on the attachments on the SLCC.	As stated in the Form NPCSF-GOODS-03, the supporting documents must be submitted during bid opening: (1) Purchase Order/Contract and (2) Certificate of Acceptance; or Certificate of Completion; or Official Receipt (O.R.). NPC clarified that for the goods and services, Sales Invoice accompanied with Collection Receipt is accepted. NPC will issue a bid bulletin.
	7. Clarification on the attachments on the ongoing contracts.	Indicated in Form NPCSF-GOODS-02, the supporting documents shall be submitted during the Post Qualification: (1) Contract/Purchase Order and/or Notice of Award and (2) Certificate coming from the project owner/client that the performance is satisfactory as of the bidding date. This can be validated through the documents to be submitted. The bidder must fill out specific details in the form such as Date Awarded, Date Started and Date of Completion or Contract Duration/Date of Delivery. For private contracts, it is possible to present the non-disclosure agreement, if this is the condition between the bidder and its customer, but for government contracts, NPC will have to require it.
	8. How much is the Bid Documents?	It is for PhP 5,000.00.
	9. Is NPC requiring specific color of envelop or folder?	No.
6. Pomona Pharma	1. Is it possible to offer 15g instead of 5g for item 88&89 (Mupitocin Antibiotic) as long as it does not exceed the ABC?	1. NPC will issue a clarificatory bid bulletin.
	2. Is it possible to offer capsule instead of tablets	2. NPC will include this in the bid bulletin.

Name of Bidder/s	Bidder's Concerns/Queries	NPC Reply / Agreement
	for Mefenamic Acid (item 75&76)?	
	3. Why is it that there are line items that have two numbers?	3. This depends on the charging of funds by NPC, so it is an internal arrangement.
7. Elohim Pharma		No query.
8. Kulits Drugstore		No query.

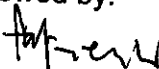
"Reminders to All Bidders" was presented and explained thoroughly by the TWG Chairman of the other project with a caveat that non-compliance with the same may result to non-acceptance/disqualification of bid.

Since there are no other matters to be discussed, the meeting was adjourned at 10:36 A.M.

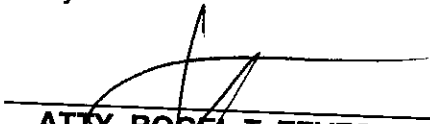
Prepared by:


NATHALIE CLAIRE R. ABARQUEZ
 Facilitator

Reviewed by:


LUCILA D. FUENTES
 Chairman, TWG

Approved by:


ATTY. ROGEL T. TEVES
 Vice President, PES and
 Chairman, Bids and Awards Committee