



National Power Corporation

MINUTES OF PRE-BID CONFERENCE

**SUBSCRIPTION OF MESSAGING AND COLLABORATION SERVICES
FOR NATIONAL POWER CORPORATION**

PR NO. HO-IST20-009 / REF NO. PB200709 – VR00112

DATE : 26 June 2020
TIME : 9:30 A.M.
VENUE : Kañao Function Room
BID OPENING : 09 July 2020

Attendees:

BIDS AND AWARDS COMMITTEE (BAC)

Chairman:

1. Atty. Rogel T. Teves VP, SPUG

Vice Chairman:

1. Atty. Manuel Luis B. Plofino Sr. Dept. Manager, RMS

Members:

1. Atty. Delfin L. Buenafe, II Manager, LSD, OLC
2. Homer S. Galang Manager, ESD, PES
3. Sergio P. Villafuerte Manager, WMD, CAG
4. Lorlina E. Bomediano Manager, FPD, AFG (via Zoom)

TECHNICAL WORKING GROUP (TWG)

Members:

1. Richard P. Verar Senior IS/IT Specialist, ISTD, CAG
2. Roel Rhoniel E. Torres Senior IS/IT Specialist, ISTD, CAG

BAC SECRETARIAT

1. Vincent A. Ramirez Facilitator

PROSPECTIVE BIDDERS

1. Charles Enad IP Converge Data Services
2. Honey Simeon Jet Enterprises
3. Ehlla Gutierrez Jet Enterprises
4. Chery Ann Coke Jet Enterprises
5. Jeffrey Bucaneg Kollab Guru Group Inc. (via Zoom)

Minutes of the Proceedings

The Pre-bid Conference was formally opened at around 10:00 A.M. at the Kañao Function Room by Atty. Rogel T. Teves, BAC Chairman and VP-SPUG, together with the members of BAC, TWG, BCSD Facilitator and participating bidders.

As of the Pre-bid Conference, only Kollab Guru Group, Inc. bidder secured the bidding documents but there were two (2) other prospective bidders who attended the said conference as stated above. The TWG Chairman referred the prospective bidders to the salient points of the project and the schedule of Bid Submission/ Opening is on 09 July 2020 at 9:30 A.M.

Hereunder are the queries / concerns raised by the bidders:

Name of Bidder/s	Bidder's Concerns/Queries	NPC' Reply / Agreement
1. IP Converge Data Services	<p>1. How many IT NPC personnel will undergo training for this requirement?</p> <p>2. Do you accept if we can only submit the proof of payment for the Tax clearance because we just recently renewed our Tax Clearance due to COVID-19 pandemic?</p> <p>3. May we know the basis why the contract duration is only for nine (9) months and not for (12) months? Because we can get a volume discount from our principal if the contract is for twelve (12) months period.</p>	<p>1. We will discuss your concern and we will issue a corresponding supplemental / bid bulletin regarding this matter.</p> <p>2. No, we required the submission of valid and updated Tax Clearance Certificate during the bid submission/opening.</p> <p>3. Basically, the nine (9) months contract period is based on the budget allocated for the requirements. However, we will study your concern and we will issue a corresponding supplemental/bid bulletin if there will be changes to be made.</p>


The BAC Chairman announced that prospective bidders may clarify on any part of the bidding documents through letter at least ten (10) calendar days before the bid submission/opening. "Reminders to All Bidders" was presented and explained thoroughly of the TWG Chairman.

Since no prospective bidder attended the conference, it was adjourned at 10:20 A.M.

Prepared by:


VINCENT A. RAMIREZ
 Facilitator

Reviewed By:


RICHARD P. VERAR
 Member, TWG

Approved By:


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