



MINUTES OF THE MEETING
Pre-Bidding Conference for the Procurement of BALKAN FRAME SET
May 24, 2022, 2:41 PM
CBB Conference Room, CBB Building

Present were:

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| 1. Chairperson, HBAC-A2: | Dr. Emelito O. Valdez-Tan |
| 2. Vice-Chairperson, HBAC-A2: | Ms. Natividad Sarmiento |
| 3. HBAC- A2, Member(s): | Dr. Juanita Cariño
Mr. Joseph Gatchalian
Mr. Arlie Felvin Gacias |

Technical Working Group

1. Dr. Paulo Sales - Department of Orthopaedics
2. Engr. Sergio Marco - } Engineering Facilities and Management Department
3. Engr. Rymo Bartlome - }

Bidders:

1. Bataan Mfg. Co. - Mr. Joseph Batuyog/ 09295759092; 82534134/ neil8373@gmail.com ; hazelasilo@gmail.com

The pre-bidding conference for BALKAN FRAME SET was held at CBB Conference Room and was called to order at 2:41pm, 24 May 2022, presided by Dr. Emelito O. Valdez-Tan, Chairperson.

I. Business Matter

- a) Dr. Valdez-Tan introduced the BAC Members and Technical Working Group (TWG).
- b) The specification of the item mentioned below was flashed in the monitor to be reviewed by the Supplier's representative.

✚ THIRTEEN (13) SETS BALKAN FRAME

- Approved Budget for the contract was announced to the suppliers as ₱2,990,000.00 for 13 sets with delivery period of 30 calendar days.
- The Chairperson read the specification to be reviewed by the supplier's representative.
- Adult Pearson attachment - 64 cm L was modified to "**Adult Pearson attachment - 64 cm**" by the End-User.
- Representative from Bataan inquired with regards to the specification of 4 *cranks* since their offer has four split type for the foot of the bed and suggested to add sectional leg section and with Trendelenburg position.
 - The Chairperson asked the supplier if the "sectional leg section" and "with Trendelenburg position" were standard specifications for all Balkan frame and the supplier responded yes.
 - ✓ **SECTIONAL LEG SECTION** and **WITH TRENDELENBURG POSITION** were added to the specifications with the approval of the BAC and the End-User.



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- Representative from Bataan inquired with regards to the delivery period if it is possible to be adjusted to 90 days.
 - The Chairperson said that they can only agree with 45 calendar days but further suggested to the supplier to provide a clarificatory letter to which they will decide if they will allow the 90 days delivery period.
- Representative from Bataan asked if it is possible to delete "Latest Certificate of Traceability from the Manufacturer" since the item is not applicable with calibration and all the requirements that indicates calibration.
 - The Chairperson agrees with the suggestion and modified the following items.
 - ✓ "Latest Certificate of Traceability from the Manufacturer" was deleted from the standard requirements with the approval of the BAC and End-User.
 - ✓ Proposed Costing of Preventive Maintenance and Calibration Program for sophisticated equipment, consumables/ accessories was modified to "**Proposed Costing of consumables/ accessories.**" with the approval of the BAC and End-User.
 - ✓ Free Quarterly preventive Maintenance and Calibration within the warranty period was modified as "**Free Quarterly preventive Maintenance within the warranty period**"
- Representative from Bataan also asked to delete "Tax Receipts (including the Bill of Lading/Airway Bill) upon delivery" since the item will not come from abroad.
 - The Chairperson agrees with the suggestion and deleted the item in the standard requirements.
 - ✓ "Tax Receipts (including the Bill of Lading/Airway Bill) upon delivery" was deleted from the standard requirements with the approval of the BAC and End-User.
- The Chairperson asked the supplier with regards to "Printing, and Etching of DOH official logo/ letters (if possible "JRRMMC" in all equipment) in conspicuous space of the equipment but will not affect its function." if they are capable with the said requirement.
 - Representative from Bataan asked to put *sticker* just like the one used in cars.
 - The Chairperson agreed and added "or sticker" on the said requirement.
 - ✓ "Printing and Etching of DOH official logo/ letters (if possible "JRRMMC" in all equipment) in conspicuous space of the equipment but will not affect its function." was modified as "**Printing, Etching OR STICKER of DOH official logo/ letters (if possible "JRRMMC" in all equipment) in conspicuous space of the equipment but will not affect its function.**" with the approval from the BAC and End-User.
 - Similar project is "**BALKAN FRAME**".
- The Chairperson reminded the bidder that if they still have clarifications or questions with regards to the said procurement, the submission of clarificatory letter is until May 27, 2022, 5pm which can be forwarded to the BAC Secretariat Office through manual submission or via email but reminded all the suppliers that it should have signature.




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- ✚ The Chairman recapped that all changes discussed in the Pre-bidding Conference will be included in the Bid Bulletin.
 - ✚ Deadline of submission of all bidding documents for BALKAN FRAME SET will be on **June 7, 2022; 2:00pm** at the CBB Conference Room, 2nd Floor, CBB Building.

There having no other remaining queries for discussion, the Pre-Bidding Conference for BALKAN FRAME SET was adjourned at 2:55pm.

Prepared by:


JENILYN P. SAN LUIS
BAC Secretariat

Attested by:


EMELITO O. VALDEZ-TAN, MD.
Chairman, HBAC-A2 *dt 5/27*