



Republic of the Philippines
Department of Health

JOSE R. REYES MEMORIAL MEDICAL CENTER
HOSPITAL BIDS AND AWARDS COMMITTEE
RIZAL AVE., STA. CRUZ, MANILA
7119491 LOC. 245

MINUTES OF THE MEETING
Pre-Bidding Conference for the Procurement of Various Medical Equipment
December 29, 2021, 3:00 PM
CBB Conference Room

Present were:

- | | |
|-------------------------------|---|
| 1. Chairperson, HBAC-A2: | Dr. Emelito O. Valdez-Tan |
| 2. Vice-Chairperson, HBAC-A2: | Ms. Natividad Sarmiento |
| 3. HBAC- A2, Member(s): | Mr. Arlie Felvin Gacias
Mrs. Blanquita Jimenez-Belen |

Absent was:

- | | |
|-------------------------|----------------------------------|
| 1. HBAC- A2, Member(s): | Dr. Maria Redencion Bukid-Abella |
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Technical Working Group

1. Ms. Marielle Oida- Department of Pathology and Laboratory
2. Dr. Ma. Christina Kaw- Department of Internal Medicine
3. Mr. Nelson Salvador- Department of Pathology and Laboratory
4. Engr. Sergio Marco- Engineering Facilities and Management Department

Bidders:

1. Macare Medicals, Inc. – Ms. Jie Canlas/ Ms. Joliven Asutilla

The pre-bidding conference for Various Medical Equipment was held at the CBB Conference Room and was called to order at 3:00pm, 29 December 2021, 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 following items were flashed in the monitor and reviewed by the Supplier's representative. Changes were agreed by the BAC, Technical Working Group and supplier's representative.

ONE (1) UNIT CARTRIDGE-BASED RT-PCR MACHINE WITH COMPLETE ACCESSORIES (4 MODULES)

- Approved Budget for the contract was announced to the suppliers as ₱2,300,000.00 for 1 unit with delivery period of 7 working days.
- The Chairperson read the specifications to be reviewed by the suppliers.
- Representative from Macare Medicals, Inc. inquired if it is possible to modify the delivery period to 30-60 days since the item will be imported from the US.
 - The Chairperson denied the suggestion due to urgency of need and Covid situation, thus it was retained to seven (7) working days.
- Representative from Macare Medicals, Inc. asked if it is possible to modify "Personal Computer (at least i7 or latest model with at least 3GHz at least 16Gb RAM with 2TB internal and 2TB external or better with at least 19" high resolution at least 1080 monitor)" to as manufacturer's specification/preference since the item is already included with the machine and there is a dedicated software installed for the said machine.
 - The Chairperson responded that they should just put it in writing since they can't provide a specification for the said item.
- Representative from Macare Medicals, Inc. inquired what is the meaning of the word "Archive" in "Archive at least 4000 test at a time".



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- The Chairperson explained that it can save at least 4000 test or pertains to storage.
- Representative from Macare Medicals, Inc. said that they will review their brochure or technical data to make sure that the word "archive" can be found in their specification.
- Representative from Macare Medicals, Inc. asked what is the specific cartridges the end-user is referring in regards to "*Must accompanied by 100 test cartridges*" since there are lot of tests like TB, HIV or start-up kit, etc.
 - The Chairperson asked the end-user with regard to that and they replied that it is for Covid-19.
 - ✓ Thus, the specification was modified as "***Must accompanied by 100 test cartridges (specific for COVID-19)***"
- Representative from Macare Medicals, Inc. asked if there is still a need for an AVR since UPS is already in the specification.
 - The Chairperson clarified if they have two-in-one which is already included in the machine to comply with the end-user's specification.
- Representative from Macare Medicals, Inc. inquired in regards to "*With License Anti-virus for 5 years*" since as per their machine it has an inclusion of pre-load anti-virus but for only one year.
 - The Chairperson asked them to just put it in letter and if ever they can have a much better offer for anti-virus.
- Representative from Macare Medicals, Inc. asked if it is okay to just pass a certification that they will provide "*User's Manual in English Language and Service Manual (2 copies) hard & soft copy*" during delivery.
 - The Chairperson approved the suggestion since those items are bulky.
- Representative from Macare Medicals, Inc. inquired with regards to "*Service Manual (2 copies) hard & soft copy*" if can be replaced as Operator's Manual.
 - The Chairperson said that it is the same, thus it was modified as "***Service/Operator's Manual (2 copies) hard & soft copy***"
- Representative from Macare Medicals, Inc. inquired if sticker is applicable for "*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.*"
 - The Chairperson approved the suggestion, thus it was modified as "***Printing, Etching AND STICKER of DOH official logo/ letters (if possible "JRRMMC" in all equipment) in conspicuous space of the equipment but will not affect its function.***"
- Representative from Macare Medicals, Inc. asked in regards to the Warranty Certificate which is "*Minimum of two (2) years on parts and service. Warranty Certificate for parts and service, upon delivery, inspection and acceptance + 3 years extended warranty on parts and labor*" because this means 5 years warranty and if it is possible to reduce it to one (1) year on part and service since it is their standard requirements.
 - The Chairperson replied that it is based on the specification of DOH or if they really can't provide it at least offer a warranty of two years or the best possible offer but put it in letter so the BAC and TWG will decide whether to accept it which shall be included in the Bid Bulletin.
- Representative from Macare Medicals, Inc. asked with regards to the sample certificate if Traceability and what is the meaning of "*(Must be calibrated using NIST Traceable Standard)*" since the certificate will come directly from the manufacturer and their not sure whether it will comply with NIST traceable standard.
 - The Chairperson said that the sample will be send to them after the meeting but the NIST traceable standard shall be asked to the TWG from the Engineering Department.



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- Engr. Marco said that it is a tool used to calibrate the machine/equipment which has a calibration certificate traceable for national standard and also being required with ISO.
 - Representative from Macare Medicals, Inc. said that they are not sure whether it has the same value with regards to the explanation of the TWG from the Engineering.
 - The TWG said if it will not affect the machine then it can be deleted.
 - ✓ Thus, it was modified as "***Latest Certificate of Traceability from the Manufacturer***".
- Similar contract was modify as "**CARTRIDGE-BASED RT-PCR MACHINE**."

🗑️ **ONE (1) UNIT CARTRIDGE-BASED RT-PCR MACHINE WITH COMPLETE ACCESSORIES (16 MODULES)**

- Approved Budget for the contract was announced to the suppliers as ₱5,600,000.00 for 1 unit with delivery period of 7 working days.
- The Chairperson read the specifications to be reviewed by the suppliers.
- Representative from Macare Medicals, Inc. said that they have the same inquiries with regards to 16 module since it has the same specification but the only difference is their modules and will have separate letter intended for it.
- Similar contract was modify as "**CARTRIDGE-BASED RT-PCR MACHINE**."

🗑️ **THREE (3) LOTS DIALYSIS EQUIPMENT PACKAGE**

- Approved Budget for the contract was announced to the suppliers as ₱3,000,000.00 for 3 units with delivery period of 7 working days.
- The Chairperson read the specification to be reviewed by the suppliers but there was no supplier for the said item thus it was just reviewed by the TWG to check whether there are corrections or modification.
- The TWG corrected the following:
 - Online production of substitution solution free from bacteria and pyrogenes as used for *haemofiltration* and *haemodiafiltration*
 - Online production of substitution solution free from bacteria and pyrogenes as used for *hemofiltration* and *hemodiafiltration*
 - Online production of Ultra-Clean dialysate for *haemodialysis* with two-stage dialysis fluid filter system to ensure the cleanliness of the substitution solution
 - Online production of Ultra-Clean dialysate for *hemodialysis* with two-stage dialysis fluid filter system to ensure the cleanliness of the substitution solution
- Similar contract was modify as "**DIALYSIS EQUIPMENT**."

❖ The following requirements were explained by the Chairperson:

- PhilGEPS Certificate must be Platinum and valid during the opening of bids and until payment has been processed and also advised that even if Philgeps Platinum is the only requirement as per GPPB, the BAC requires the Class A document so they won't have to submit it during post-qualification period.
- Kindly observe proper tabbing for the Bid Documents
- Tax Clearance must be updated at the time of bid opening.
- Audited Financial Statement must have stamp received by the BIR.
- Goods offered from abroad form (with 9 columns).
- Goods offered within the Philippines form (with 10 columns).
- Amount in figures and in words must be included in the Price Schedule.
- ZERO "0" is acceptable instead of putting "N/A" for column/s that is not applicable to the supplier.



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- Do not leave blank entry in any column.
 - *Certified True Copy Stamp may be in any color of ink but the signature must be **RED INK**.*
 - *Folders and Envelopes must be colored **VIOLET**.*
 - *Bid Security must be addressed to **JOSE R. REYES MEMORIAL MEDICAL CENTER**.*
 - ***Conditions set forth at the Mayor's permit should be COMPLIED by the company with attached proof of compliance.***
 - *Each Bidder shall submit two (2) envelopes. The first envelope shall contain one (1) original and three (3) photocopies of eligibility and technical requirements. The second envelope shall contain one (1) original and three (3) photocopies of financial requirements. The two (2) envelopes must be incorporate to one (1) Mother envelope.*
- ✚ 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 Various Equipment will be on **January 13, 2022: 2:00pm** at the CBB Conference Room, 2nd Floor, CBB Building.

There having no other remaining queries for discussion, the meeting for medical equipment was adjourned at 3:45pm.

Prepared by:

JENILYN P. SAN LUIS
BAC Secretariat

Attested by:

EMELITO VALDEZ-TAN, MD.
Chairman, HBAC-A2