



Republic of the Philippines
Department of Education
 REGION XII
 SCHOOLS DIVISION OF SOUTH COTABATO

MINUTES OF THE MEETING

Name of Event: **PRE-BID CONFERENCE FOR THE SUPPLY AND DELIVERY OF NUTRITIOUS FOOD PRODUCTS**

Date: **AUGUST 17, 2022**

Venue: **Bids and Awards Committee Office**

Reference: None

Presiding Officer: **JASMIN P. ISLA**
 ASDS/BAC CHAIRPERSON

Time: **10:00a.m.**

Attendance:

1. JASMIN P. ISLA, BAC Chairperson
2. ATTY. IRELAN B. DITCHON, BAC Member
3. DAISY I. DARROCA, BAC Member
4. LILIBETH FUNA, SDSC SBFP Coordinator
5. RAY O. LLOREN, Supply Officer
6. KRISTINE MASCARDO – Rep. of House of Pitchy Ent.
7. RONA – Rep. of House of Pitchy Ent. – via Zoom
8. TRICIA CASTRODES – Rep. of Aretei Foods -via Zoom
9. KIER ALELI PANTALIANO, BAC Secretariat
10. MARK LESTER CASPILLO, BAC Secretariat
11. IRA KEVIN OREGANO, BAC Secretariat

Absent:

1. CRISTOPHER T. FRUSA, BAC Member
2. LALAINA SJ. MANUNTAG, BAC Vice Chairperson

Agenda	Highlights of the Discussion	Issues and Concerns	Agreements
I. Preliminaries	Prayer was led by Ms. Daisy I. Darroca and followed by roll call of participants by BAC Secretariat Kier Aleli Pantaliano, then declared the meeting in quorum.	N/A	N/A
II. Reading and Consideration of the previous minutes	N/A	N/A	N/A
III. Presentation of Agenda	Chairperson Isla presented the agenda: a.) Pre-Bid Conference for the Supply and Delivery of	N/A	N/A

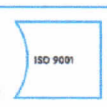
SDOSC-OSDS-DIO-MLA-v3.0r0.0, effective 04/06/2020



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	Nutritious Food Products		
<p>IV. Business Proper b.) a.) Pre-Bid Conference for the Supply and Delivery of Nutritious Food Products</p>	<p>BAC Chairperson presented to the body the ITB of the project.</p> <p>BAC Chairperson read the ITB and discussed the technical specifications of the project Supply and Delivery of Nutritious Food Products with reference no. DSC-22-08-179.</p> <p>Representative of Aretei Foods Ms. Tricia Castrodes asked to the body regarding the color coding on the food packaging if only for the box or just putting a color codes on the box.</p> <p>Ms. Chair acknowledged Ms. Castrodes that only to put color codes to the box to easily identify the box during distribution of the food products.</p> <p>Ms. Chair also informed all bidders to submit a certification issued from the DOST/NFRI.</p> <p>Ms. Chair read the checklist on the technical and financial documents as stated on the ITB.</p> <p>Ms. Chair informed to the bidder the accreditation certificate or any proof</p>		

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	<p>issued from the DOST/NFRI as the additional requirement which will be included on the technical documents.</p> <p>Ms. Chair also added that winning bidder will give a 60 days shelf life on the nutritious food products to be delivered in the division office.</p> <p>Ms. Chair also informed the prospect bidders to match the bid price/amount on the bid form and the price schedule of the bidding forms.</p> <p>Ms. Chair read and discussed that interested bidder can submit their bidding documents proposals through email submission, separate folder for the technical and financial documents with password protected, and only be given during the request of the BAC to open the financial document folder.</p> <p>Ms. Chair clearly informed all prospect bidders the requirements to be included on the bidding proposals.</p>		
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	<p>Ms. Chair informed the BAC members to issue a supplemental bid bulletin for the additional requirements and to reschedule the opening/submission of biddings documents on August 30, 2022, 10:00 A.M.</p> <p>Mr. Lloren, Supply officer informed the body to coordinate with the end-user on the delivery of the Nutritious Food Products.</p> <p>Representative of Aretei Foods asked to the body the target implementation of the project.</p> <p>Ms. Chair responded Aretei Food representative to deliver the food products within the calendar year 2022.</p> <p>Ms. Chair reminded the prospect bidders to evaluate the on-going projects and other clients on the similar/related products during post-qualification.</p>	<p>BAC agreed the delivery period of 30 calendar days.</p>	<p>BAC requested secretariat to issue a supplemental bid bulletin.</p>
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V. Closing	There are no having matters to be discuss. The meeting was moved to close by Chairperson at 10:55 a.m.	N/A	
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Prepared by:

KIER ALELI C. PANTALIANO
ADAS III, BAC Secretariat Member

ATTESTED:

JASMIN P. ISLA
BAC Chairperson/ Presiding Officer

KACP/MoM- Pre-Bid Conference on the Supply and Delivery of Nutritious Food Products
/August 17, 2022

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