



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 : 1) SUPPLY AND DELIVERY OF INSTANT NUTRI CEREAL DRINK NUTRITIOUS FOOD PRODUCTS FOR THE IMPLEMENTATION OF THE SCHOOL BASED FEEDING PROGRAM FOR SY 2023-2024 2.) SUPPLY AND DELIVERY OF INSTANT NUTRI CEREAL DRINK NUTRITIOUS FOOD PRODUCTS FOR THE IMPLEMENTATION OF THE SCHOOL BASED FEEDING PROGRAM FOR SY 2023-2024 3) SUPPLY AND DELIVERY OF NATURAL FRESH FRUIT JUICE NUTRITIOUS FOOD PRODUCTS FOR THE IMPLEMENTATION OF THE SCHOOL BASED FEEDING PROGRAM FOR SY 2023-2024 4) SUPPLY AND DELIVERY OF E-NUTRIBUN NUTRITIOUS FOOD PRODUCTS FOR THE IMPLEMENTATION OF THE SCHOOL BASED FEEDING PROGRAM FOR SY 2023-2024**

Date: **October 13, 2023**

Venue: **Bids and Awards Committee Office**

Reference: None

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

Time: **10:05 a.m.**

Attendance:

1. JASMIN P. ISLA, BAC Chairperson
2. LALAINÉ SJ. MANUNTAG, BAC Vice-Chairperson – On Leave
3. CRISTOPHER FRUSA, BAC Member – On Leave
4. RONALD JIM S. SOMERA, BAC Member – via Google Meet
5. DAISY I. DARROCA, BAC Member
6. DR. AMIDA A. MACALIMBON – End User
7. ANGELO FACUNLA – End User
8. RODEL H. CATUBAY, BAC Secretariat
9. IRA KEVIN H. OREGANO, BAC Secretariat
10. KIER ALELI C. PANTALIANO, BAC Secretariat
11. JEREMIAH CAKES AND FOOD SERVICES
12. CHARLENE ENRIQUEZ & COROZA FOOD CORP. – via Google Meet
13. SUZANNE JULIANO - SEAMALL PETRON S.S BAKESHOP
14. MARIE ANTONETTE FAELDONIA – J3 Gas Station Representative
15. IVORY JUANICO – Encor Foods
16. TRISTAN MARCO DELOS REYES – Encor Foods
17. ELIZAMETH MONERVA – TSM
18. TOMAS MONERVA -TSM
19. NORMILITA LAURON – Mahintana
20. JEN ROQUE – Mahintana

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Agenda	Highlights of the Discussion	Issues and Concerns	Agreements
<b>I. Preliminaries</b>	Prayer was led by Ms. Daisy I. Darroca and followed by roll call of participants by Mr. Rodel Catubay, BAC Secretariat Head, three (3) out of five (5) regular members were present, then declared the meeting in quorum.	N/A	N/A
<b>II. Reading and Consideration of the previous minutes</b>	N/A	N/A	N/A
<b>III. Presentation of Agenda</b>	Presiding Officer requested, Ms. Jasmin Isla, BAC Chairperson to present the agenda of the meeting: A. Pre-Bid Conference for: A.1) DSC-23-10-112 - Supply and Delivery of Instant Nutri Cereal Drink Nutritious Food Products for the Implementation of the School Based Feeding Program for SY 2023-2024  A.2) DSC-23-10-113 - Supply and Delivery of Instant Nutri Cereal Drink Nutritious Food Products for the Implementation of the School Based Feeding Program for SY 2023-2024	N/A	N/A

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	<p>A.3) DSC-23-10-114        - Supply and Delivery of Natural Fresh Fruit Juice Nutritious Food Products for the Implementation of the School Based Feeding Program for SY 2023-2024</p> <p>A.4) DSC-23-10-115 - Supply and Delivery of E-Nutribun Nutritious Food Products for the Implementation of the School Based Feeding Program for SY 2023-2024</p> <p>B. Pre-Procurement Conference</p> <p>C. Opening of Various Quotation</p>		
<p><b>IV. Business Proper</b></p> <p>a.) Pre-Bid Conference</p>	<p>The BAC meeting will take place over face to face and Google meet and the ITB was presented to the body.</p> <p>BAC Chairperson instructed Mr. Angelo Facunla, SBFP-Coordinator, Schools Division of South Cotabato to read the ITB and its technical specifications of the project Supply and Delivery of Instant Nutri Cereal Drink Nutritious Food Products for the</p>		

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	<p>Implementation of the School Based Feeding Program for SY 2023-2024 with ABC of P 6,265,295.00 in 1 lot.</p> <p>Ms. Chair then discussed and requested for any clarifications and project-related suggestions from all prospective bidders after reading the project's technical specifications.</p> <p>Ms. Ma. Antonette Faeldonia, representative of J3 Gas Station asked that bidders must approved by the DFA.</p> <p>Ms. Chair responded to Ms. Faeldonia that bidders must be a DOST-FNRI.</p> <p>Dr. Amida Macalimbon requested to prospective bidders to conduct a palatability test.</p> <p>BAC agreed and informed the prospective bidders to include a palatability test during post-qualification evaluation of the lowest calculated bidder with the BAC TWG and the requisitioner.</p> <p>Ms. Chair proceeded to discuss the project</p>		
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	<p>Supply and Delivery of E-Nutribun Nutritious Food Products for the Implementation of the School Based Feeding Program for SY 2023-2024 with the ABC of P12,530,592.00 in 1 lot.</p> <p>Ms. Chair requested Mr. Facunla to read the technical specifications for the project and specify the 51 dropping points.</p> <p>Ms. Chair then asked the prospective bidders for suggestions and clarifications for the project.</p> <p>Ms. Suzanne Juliano of Seamall Petron S.S Bakeshop suggested to the BAC Members if it's possible to change it into per lot per dropping point.</p> <p>Ms. Chair firmly informed to all prospective bidders that the project was already posted in PhilGEPS in one lot and cannot be changed.</p> <p>Ms. Suzzane suggested to change the day of delivery.</p> <p>Mr. Angelo Facunla asked to the prospective bidders</p>		
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	<p>if they aren't available every Monday.</p> <p>Ms. Chair inform to all prospective bidders to follow the guidelines for SBFP.</p> <p>Doc Amida Macalimbon suggested to change the delivery day to Thursday or Friday instead of Monday.</p> <p>Representative from Encor Foods asked permission to the body if to allow to deliver an exact weight of 120g of E-Nutribun.</p> <p>Mr. Facunla agreed to Encor Foods to deliver an exact weight or not to lower the specification required for E-Nutribun.</p> <p>Representative from Encor Foods added if they can ask a billing after the delivery.</p> <p>Ms. Chair emphasized that the billing and payment are stated in the ITB specifically in the Special Conditions of the Contract (SCC). Also, to revise the statement and include in the SCC of the</p>		<p>BAC requested the BAC Secretariat to issue a</p>
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	<p>ITB a monthly billing terms.</p> <p>Ms. Suzanne asked permission to the BAC Members to change the day of delivery from Monday to Wednesday.</p> <p>Ms. Chair acknowledged the suggestion of Ms. Suzanne and asked permission to the BAC Members, to change the day of delivery from Monday to Wednesday.</p> <p>Ms. Chair informed the prospective bidders that the time of delivery is 7:00a.m – 10:00a.m.</p> <p>Ms. Suzanne presented to the BAC Members the Sample of packaging for E-Nutribun.</p> <p>Mr. Facunla informed to include the Supplier’s Address.</p> <p>Dr. Macalimbon also suggested to increase the thickness of the plastic packaging.</p>		<p>supplemental bid bulletin; To revise and include in the SCC (clause 2.2) the monthly billing terms.</p> <p>BAC Members agreed the suggestion and request the BAC Secretariat to change the day of delivery from Monday to Wednesday.</p>
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	<p>Ms. Chair emphasized that the thickness of the sample plastic packaging is granted and approved.</p> <p>Ms. Chair added that there will be a palatability test during the post qualification and evaluation. She then firmly informed to the prospective bidders that failure to maintain the palatability test during the SBFP implementation will be grounds for termination of contract.</p> <p>Mr. Facunla informed that the delivery for NED, Lake Sebu and Miasong, Tampakan have a special consideration for the supplier.</p> <p>The representation of Encor Foods asked for the number of pieces per week.</p> <p>Mr. Facunla answered 29,006 pieces/week.</p> <p>Ms. Chair then reiterated the bidding documents fee is P25,000.00.</p> <p>Ms. Chair proceeded to discussed the Supply and</p>		<p>BAC Members requested the BAC Secretariat to issue the supplemental bid bulletin to add the terms in the SCC of the ITB:</p> <p>Failure to maintain the palatability test will be ground for termination of contract.</p>
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	<p>Delivery of Natural Fresh Fruit Juice Nutritious Food Products for the Implementation of the School Based Feeding Program for SY 2023-2024 with the ABC of P5,040,144.00 in 1 lot and requested Mr. Facunla to read the specifications for the project.</p> <p>Ms. Chair permitted the prospective bidders for clarifications and suggestions for the project.</p> <p>Ms. Elizabeth Monerva of TSM presented to the body the ingredients of their product fruit juice.</p> <p>Ms. Chair acknowledged Ms. Monerva and informed that the product is compliant to DOST-FNRI.</p> <p>She then again reiterated that failure to maintain the compliance shall be ground for termination of contract.</p> <p>Ms. Monerva augmented that bidders should follow the specifications</p>		
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	<p>requirement. And requested the BAC Members and End user to allow Wednesday as the delivery day instead of Monday.</p> <p>The End User agreed the request of Ms. Monerva.</p> <p>Ms. Chair acknowledged the request to allow Wednesday as the delivery day instead of Monday.</p> <p>Ms. Monerva informed to the body that their natural fresh fruit products has expiration of 2 months and bottles must not be expose to sunlight to preserve the Vitamin C content.</p> <p>Ms. Charlene asked to the body on the distances of the place of delivery.</p> <p>Mr. Facunla informed that dropping points for goods are along the highway and easy to deliver.</p> <p>Ms. Chair informed prospective bidders when</p>		<p>BAC Members agreed the suggestion and request the BAC Secretariat issue a supplemental bid bulletin to change the day of delivery from Monday to Wednesday as the integral part of the ITB.</p>
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	<p>supplier deliver Breads, the delivery of Natural Fresh Fruit Juices must be followed.</p> <p>No other clarification for the project.</p> <p>Ms. Chair proceeded to discuss the last project Supply and Delivery of Instant Nutri Cereal Drink Nutritious Food Products for the Implementation of the School Based Feeding Program for SY 2023-2024 with the ABC of P5,040,144.00 in 1 lot and requested Mr. Angelo Facula to read the specification of the project.</p> <p>Ms. Chair asked if there are prospective bidder for the project.</p> <p>She then informed that submission of documents composed of 3 copies for technical and financial respectively, 1 for original copy, copy 1 and copy 2. Also, to attach the Certification from DOST-FNRI.</p> <p>Ms. Charlene Enriquez of Carroza Food Corp.,</p>		
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<p>b. Pre- Procurement Conference</p>	<p>clarifies the exact date of implementation.</p> <p>Ms. Chair answered to Ms. Enriquez, the date of implementation will be on the date after receipt of the NTP.</p> <p>Representative from J3 Gas station asked for approval if they can divide the grams.</p> <p>Ms. Chair strictly informed to follow the specifications.</p> <p>There were no clarification for the four project and ended the pre-bid conference for the SBFP projects.</p> <p>Ms. Chair proceeded the next agenda: Pre-Procurement Conference for the Supply and Delivery of Learning Resources supplies and equipment for the Development of Radio-Based Lessons, Video Lessons with ABC amount of P2,195,950.00.</p>		<p>BAC agreed the method of procurement :</p>
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<p>c. Opening of Various Quotations</p>	<p>Msc. Chair requested the BAC Secretariat to read the Purchase Request.</p> <p>Ms. Chair informed the BAC Members the procurement process for the project:</p> <p>Method of Procurement: Public Bidding</p> <p>Delivery period: 45 CD</p> <p>Ms. Chair proceeded to the opening of various quotations and requested BAC Secretariat to present the various quotations.</p> <p>DSC-23-09-107 – Supply and Delivery of ICT Equipment for the use of ICT Unit of the Schools Division of South Cotabato</p> <p>ABC: P69,639.00        Invited: 3        Submitted: 1</p> <p>Bidder: <b>IT Avenue</b>        Bid Amount: <b>P61,370.00</b></p>		<p>Public Bidding and 45 Calendar Days of Delivery period for the project Supply and Delivery of Learning Resources supplies and equipment for the Development of Radio-Based Lessons, Video Lessons.</p> <p>BAC Recommendations: To award IT Avenue as the supplier with the single calculated and responsive quotation.</p>
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	<p>DSC-23-10-119 – Supply and Delivery of Meals and Snacks for the conduct of Assessment on PRIME-HRM Maturity Level II on October 19-20, 2023</p> <p>ABC: P40,500.00        Invited: 3        Submitted: 1</p> <p>Bidder: <b>Surallah North District PST MPC</b>        Bid Amount: <b>P40,500.00</b></p> <p>DSC-23-10-121 – Supply and Delivery of Poloshirts for Male and Female with DepEd Logo for ALIVE Teachers Arabic Reading</p> <p>ABC: P 25,000.00        Invited: 3        Submitted: 1</p> <p>Bidder: <b>Color Merge Digital</b>        Bid Amount: <b>P25,000.00</b></p> <p>DSC-23-10-122 – Lease of Venue with Meals and Accommodation for the conduct of 2-Day (Aral 2.0) Live-In Training on October 26-27, 2023</p> <p>ABC: P180,000.00        Invited: 3        Submitted: 2</p>		<p>BAC        Recommendations:        To award Surallah North District PST MPC as the supplier with the single calculated and responsive quotation.</p> <p>BAC        Recommendations:        To award Color Merge Digital as the supplier with the single calculated and responsive quotation.</p> <p>BAC        Recommendations:        To award AFL 168 Corp. as the service provider</p>
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	<p>Bidder 1: <b>AFL 168 Corp</b>          Bid Amount:  <b>P175,000.00</b></p> <p>Bidder 2: <b>Paraiso Verde Resort, Inc.</b>          Bid Amount:  <b>P180,000.00</b></p> <p>DSC-23-10-126 – Lease of Venue with Meals and Accommodation for the conduct of 2-Days Live-In Training of Development of Contextualized ALIVE Training on October 26-27, 2023</p> <p>ABC: P120,000.00          Invited: 3          Submitted: 2</p> <p>Bidder 1: Agua Frio Hotel and Garden Resort          Bid Amount: P118,500.00</p> <p>Bidder 2: <b>Villa Princessita</b>          Bid Amount:  <b>P119,000.00</b></p> <p>DSC-23-10-127 – Lease of Venue with Meals and Accommodation for the conduct of Learning Materials into Digital Format on November 18-19, 2023</p>		<p>with the lowest calculated and responsive quotation.</p> <p>BAC          Recommendations:          To award AFL 168 Corp. as the service provider with the lowest calculated and responsive quotation.</p> <p>BAC          Recommendations:          To award Cinco Ninas Resto as the service provider with the single calculated and responsive quotation.</p>
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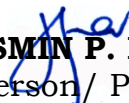
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	ABC: P784,000.00 Invited:3 Submitted:2  Bidder1: Cinco Ninas Resto Bid Amount: P779,200.00  Bidder 2: The Farm at Carpenter Hill Bid Amount: P816,000.0		
<b>V. Closing</b>	There were no other matters being discussed. The meeting was adjourned by Ms. Daisy I. Darroca and moved to close by Mr. Ronald Jim Somera at 11:35 a.m.	N/A	

Prepared by:

  
**RODEL H. CATUBAY**  
SEPS/BAC Secretariat Head

ATTESTED:

  
**JASMIN P. ISLA**  
BAC Chairperson/ Presiding Officer

KACP/MoM- pre-bid conference , pre-procurement conference and opening of various quotation  
0000/October 13, 2023

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