

| 1. Pre-Bid Conference | | |
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| Agenda | Highlight/Discussion | Agreements Reached/Recommendations |
| Consulting Services for the Conduct of Scoping Study on STI Statistics in the Philippines | <p>1. The Chairperson acknowledged the presence of the end-user (EU) representatives from the NEDA Trade, Services and Industry Staff who attended the pre-bid conference, namely:</p> <ul style="list-style-type: none"> i. Ms. Estrella Turingan; and ii. Mr. Cesar Anthony Aben <p>He also acknowledged the authorized representative, Ms. Kirstie Ann Joy P. Funelas from Orient Integrated Development Consultants, Inc., the lone shortlisted proponent for this procurement.</p> <p>2. Ms. Funelas said that she had only one question/clarification to be raised.</p> <p><i>i. <u>On page 93 of the TOR, Section III. Scope of Work, #4</u></i></p> <p>What level of data would be acceptable to NEDA to be included in the Compendium given the time and budget for the project?</p> <p>The Chairperson requested the bidder to qualify what she meant by “<i>level</i>”. Ms. Funelas clarified her statement “on what extent of data should be gathered?”. The EU, Ms. Turingan, prior to her response on the question, clarified with OIDCI if it meant at what level and until what level of disaggregation i.e., provincial, national, municipal. Said clarification was concurred by OIDCI.</p> <p>The EU replied that the data set that will be included in the Compendium will be at least for those indicators which are indicated in the PDP Chapter 14 (Vigorously Advancing Science, Technology and Innovation Results Matrix). The level</p> | The Secretariat was instructed to draft bid bulletin for clarifications raised in the pre-bid conference. |

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| | <p>of disaggregation will be at the maximum, provincial level, whenever available. Time frame for the data will be from 2000 to 2018, whenever available. Frequency will be maximum of monthly, whenever available. The EU said that its concern are the issues and problems on the generation of statistics.</p> <p><i>ii. <u>Secretariat Reminders</u></i></p> <p>Having no other points for clarification, the Secretariat discussed with the bidders the following reminders:</p> <ul style="list-style-type: none"> • Indicate <u>actual man-months</u> for experience and <u>actual man-hours or man-days</u> for training of nominated experts • Bid Security may be in any of the following: <ol style="list-style-type: none"> 1. <u>Bid Securing Declaration</u> – should be notarized with government-issued ID (<i>Note: CTC is no longer accepted as a competent evidence of identity</i>); or 2. <u>Cash, cashier's/manager's check, bank draft/guarantee/irrevocable letter of credit</u> – 2% of ABC; or 3. <u>Surety Bond</u> – 5% of ABC • Use <u>up to date forms</u> (<i>follow the format of the forms included in the bidding documents</i>) and ensure that these are properly notarized (e.g. CV of nominated experts, Omnibus Sworn Statement, Bid Securing Declaration) • Remuneration should include <u>12% VAT</u> • Deadline for additional queries and requests for clarification is <u>10 calendar days</u> before the deadline for submission of proposals. The NBAC-CS <u>may respond</u> through bid bulletin not later than <u>7 calendar days</u> before the deadline for submission of proposals. | |
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| | <ul style="list-style-type: none"> • Deadline for submission of proposals – Observe timeliness; <u>1 minute late is strictly considered LATE.</u> <p>3. The Secretariat said that the sample computation of taxes will be included in the bid bulletin that will be issued together with the clarifications raised in the pre-bid conference. Dir. Igtiben suggested to the Secretariat to emphasize the bidder's submission of duly signed and notarized documents as required in the bidding document e.g., notarized bid securing declaration, omnibus sworn statement, secretary's certificate, attachment of ID, etc. The Secretariat informed the bidders to check all the requirements in the TOR and to strictly adhere to the compliance of the requirements of the bid documents.</p> <p>4. The EU, Mr. Aben, raised a concern with regard to OIDCI's eligibility document wherein the nominated consultant's on-going contract/project was not specified. As a result, the TWG scored it zero on that criterion. The Secretariat emphasized that the bidder should strictly observe all requirements specified in the bidding documents specifically in the TOR.</p> <p>5. Having no other matters to discuss, the Chairperson thanked OIDCI and EU representatives for attending the pre-bid conference.</p> | |
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