

AGENDA	KEY ISSUES/CONCERNS/DISCUSSIONS	AGREEMENTS/ INSTRUCTIONS
<b>3. Pre-Bid Conference</b>		
<p>3.1. 2<sup>nd</sup> Public Bidding for the Provision of Internet Connection Service to the NEDA Central Office</p>	<p>1. Four (4) prospective bidders participated in the Pre-Bid Conference, namely:</p> <ul style="list-style-type: none"> <li>i. PhilCom, Inc.;</li> <li>ii. Eastern Communications;</li> <li>iii. PLDT, Inc.; and</li> <li>iv. Globe Telecom.</li> </ul> <p>2. The Presiding Officer acknowledged the presence of the following authorized representatives:</p> <p><i>End-User (EU) from the Information and Communications Technology Staff (ICTS)</i></p> <ul style="list-style-type: none"> <li>i. Mr. Emarson T. Ochoa; and</li> <li>ii. Mr. Renato P. Blas.</li> </ul> <p><i>PhilCom, Inc.</i></p> <ul style="list-style-type: none"> <li>i. Ms. Edilene V. Ruelo; and</li> <li>ii. Mr. Jason Gamboa</li> </ul> <p><i>Eastern Communications</i></p> <ul style="list-style-type: none"> <li>i. Ms. Christine Calina;</li> <li>ii. Mr. Ronie Bandolis; and</li> <li>iii. Mr. Lorenzo Del Carmen.</li> </ul>	<p>The NBAC-GIP instructed the Secretariat to prepare the bid bulletin containing the clarifications made in the pre-bid conference.</p>

	<p><i>PLDT, Inc.</i></p> <p>i. Mr. Chester Reyes</p> <p><i>Globe Telecom</i></p> <p>i. Mr. Dennis Roque</p> <p>3. The following were the queries raised and clarifications made on the subject procurement:</p> <p>i. <u>Site Inspection</u></p> <p>The EU said that all prospective service providers are required to conduct site inspection prior to the submission of bids. NEDA ICTS staff will provide assistance in the conduct of site inspection.</p> <p>Further, the EU said that the required internet equipment and its components must be compatible with the existing NEDA Local Area Network (LAN) configuration, and similarly, be in accordance with the NEDA building's electrical power rating and building layout.</p> <p>The NEDA-ICTS will issue a Certificate of Appearance to the service providers' authorized personnel for the site inspection conducted. The Certification issued by NEDA-ICTS should be submitted, together with other post qualification requirements, as additional post-qualification document.</p> <p>The Secretariat clarified with the EU if the bidders who participated in the first public bidding are still required to conduct the site inspection anew or simply re-submit the Certificate of Appearance previously issued to them. The</p>	
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	<p>EU replied that the bidders could re-submit the Certificate of Appearance acquired from the site inspection conducted in the first bidding.</p> <p><i>ii. <u>Latency</u></i></p> <p>The EU clarified that the latency (delay) shall not be more than 75 milliseconds average round trip from NEDA to ISP/local port and not more than 150 milliseconds average round trip from ISP port to US/International port.</p> <p><i>iii. <u>Usage Report</u></i></p> <p>Mr. Reyes from PLDT queried whether NEDA has a preferred template or format for the usage report. The EU responded that there is no preferred template as long it contains the usage and rebates data. The Presiding Officer recommended that NEDA shall have an access to ISP's Multi Router Traffic Grapher (MRTG) for monitoring and measuring the traffic load on network links. This will allow the ICTS to see traffic load on a network over time in graphical form. The EU concurred with the recommendation of the NBAC-GIP.</p> <p><i>iv. <u>Simple Mail Transport (SMTP)</u></i></p> <p>Mr. Reyes asked for clarification with regard to the SMTP. The EU said that NEDA has its own SMTP, but in the event that it is down, NEDA may use the ISP's SMTP Relay Service.</p> <p><i>v. <u>Delivery of Service</u></i></p>	
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	<p>The EU emphasized that the delivery, installation and configuration should be completed within 30 calendar days from the receipt of Notice to Proceed.</p> <p>4. There being no more questions, the Secretariat discussed the following reminders to the prospective proponents/bidders:</p> <ul style="list-style-type: none"> <li>i. Bid Security shall be in any of the following: <ul style="list-style-type: none"> <li>1. <b><u>Bid Securing Declaration</u></b> – should be notarized with government-issued ID (<i>Note: CTC is no longer accepted as a competent evidence of identity</i>); or</li> <li>2. <b><u>Cash, cashier's/manager's check, bank draft/guarantee/irrevocable letter of credit</u></b> – 2% of ABC; or</li> <li>3. <b><u>Surety Bond</u></b> – 5% of ABC</li> </ul> </li> <li>ii. Use up to date forms (follow the format of the forms included in the bidding documents) and ensure that these are properly notarized (e.g., Omnibus Sworn Statement, Bid Securing Declaration)</li> <li>iii. Deadline for additional queries/requests for clarification – ten (10) calendar days (19 February 2019) before the deadline for submission of bids. NBAC-GIP shall respond through bid bulletin not later than seven (7) calendar days (22 February 2019) before the deadline for submission of bids on 01 March 2019.</li> <li>iv. Only bidders who have paid the non-refundable participation fee not later than the deadline for submission of bids shall qualify to bid; and</li> <li>v. Deadline for submission of bids – Observe timeliness; 1 minute late is strictly considered LATE.</li> </ul>	
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