



Republic of the Philippines  
Department of Health  
**MARGOSATUBIG REGIONAL HOSPITAL**  
Margosatubig, Zamboanga del Sur



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**MINUTES OF THE PRE-BID CONFERENCE FOR THE SUPPLY, DELIVERY,  
INSTALLATION, TESTING AND COMMISSIONING OF NINETEEN (19) AIR-  
CONDITIONING UNIT – INVERTER TYPE FOR THE NEW THREE (3) STOREY  
ADMINISTRATIVE BUILDING**

**Project Reference No. MRH-025-2018**  
**Approved Budget of the Contract is P 1,494,456.09**  
**MRH Conference Hall, Margosatubig Regional Hospital**  
**December 18, 2018 @ 10am - Tuesday**

**I. Call to Order/Opening Prayer:**

Ms. Annie Jean V. Marata, BAC Vice-Chairperson, called the **SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF NINETEEN (19) AIR-CONDITIONING UNIT – INVERTER TYPE FOR THE NEW THREE (3) STOREY ADMINISTRATIVE BUILDING** to order at 10:00 in the morning. The meeting was started with an opening prayer.

**II. Roll Call/Acknowledgment of Attendees:**

Mr. Cris Abel Guevarra, Head – BAC Secretariat, did the roll call by acknowledging each participant which includes the BAC, the Technical Working Group, BAC Secretariat, the observers and most of all the prospective bidders. There was only one (1) prospective bidder who attended the pre-bid conference particularly, Metro Coolaire Trading Corporation. (See attached attendance sheet).

Mr. Guevarra stated that previously there was a failure of bidding for this particular project and he specified the reason/s for the failure, in which in this case it is the specifications. Due to those reason/s, changes were made.

**III. Conference Proper/Discussion:**

- Ms. Nona C. Galvez, BAC Chairperson presided the conference. She asked the prospective bidder if he attended the previous PreBid conferences conducted by the procuring entity.
- Ms. Galvez presented the following:
  - Eligibility Requirements
  - Schedule
- Ms. Galvez asked Mr. James Labadan to discuss the specifications.
- Mr. James Labadan presented the following:
  - BTU:
    - Should include restoration
    - Should be a minimum of 24,000 BTU

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QUESTION	ANSWER
A representative from Metro Coolaire Trading Corporation asked if the BTU can go higher than the minimum.	Mr. James Labadan answered that the BTU can be higher than the required minimum of 24,000
<p>Ms. Nona C. Galvez asked Mr. James Labadan about the following:</p> <ul style="list-style-type: none"> <li>○ Warranty</li> <li>○ Preventive maintenance</li> <li>○ ISO Certification <ul style="list-style-type: none"> <li>○ Should be the maker? Or</li> <li>○ Should it be the supplier?</li> </ul> </li> </ul>	Mr. James Labadan stated that he will ask Engr. Royland Tan.
<p>Mr. Cris Abel Guevarra asked the prospective bidder if they can deliver/provide/comply with the items required by the procuring entity with this type of specifications.</p> <p>He stated that a supplemental bid will be posted if there are any changes in the specifications.</p>	Mr. Jonnar Bandilao – representative from Metro Coolaire Trading Corporation stated that they cannot comply with the current specifications.

- Ms. Nona C. Galvez said that if the prospective bidder has any questions, he may contact Mr. Cris Abel Guevarra.
- Mr. Cris Abel Guevarra stated that the item “time delay” should be included in the costing and it is a separate item.

#### IV. ADJOURNMENT:

There being no other matters to be taken into consideration, the pre-bid conference was adjourned at exactly 10:40 in the morning.

Prepared by:

**(Sgd.) CRIS ABEL M. GUEVARRA, MPA**  
BAC Head Secretariat

Noted by:

**(Sgd.) NONA C. GALVEZ, RN, MN**  
BAC Chairperson

**(Sgd.) ANNIE JEAN V. MARATA, RMT, MPA**  
BAC Vice Chairperson

**(Sgd.) PERLA G. GARCIA, MPA**  
BAC Member

**(Sgd.) ELBERTO A. BUCOY, MD**  
BAC Member

**(Sgd.) PHARAH NINA S. ALUYEN, RPh**  
BAC Member

**(Sgd.) PERCYBELL C. ROSALES, RND**  
BAC Member

**(Sgd.) EUGENE A. DAGOLDOL, RN, MN, MBA**  
BAC Member

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