



QUIRINO MEMORIAL MEDICAL CENTER

MINUTES OF MEETING

DIVISION/DEPARTMENT/SECTION/UNIT: BIDS AND AWARDS COMMITTEE

TYPE OF MEETING:

☐ Management Review ☐ MANCOM Meeting ☐ EXECOM Meeting ☐ COMMITTEE Meeting ☐ DEPARTMENT Meeting ☐ BAC Meeting _____

DATE: Feb.6,2019

TIME STARTED: 9:00AM

TIME ENDED: 10:01AM

VENUE: Board Room

AGENDA	DISCUSSION	AGREEMENT			
		ACTION	TIME TABLE	BUDGET NEEDED	RESPONSIBLE PERSON
1.Pre-Bid Conference	1. The Invitation to Apply for Eligibility and to Bid (IAEB) under IB 2019-01-01R Procurement of Drugs and Medicine CY 2019(Rebid)		Opening of Bid: Feb.19,2019 / 9:00AM	Php25,640,376.82	-BAC (Drugs and Medicine/Other Supplies) -BAC Sec -TWG -End-User)
	2. The meeting commenced at 9:15AM with Ms. Isabel Elona as the presiding officer.			Source of Funding: REVOLVING/GAA FUNDS	
	3. Ms. Isabel Elona, BAC Chairman presented the details of the Instruction to bidders to make the participating prospective bidders enlighten on the documents needed to prepare and submit.		Bid Evaluation: Fe.20,2019		
	4. Proceedings of the meetings are as follows:		Post Qualification: Feb.21,2019		
	➤ Color of Envelope Color of Envelope and Folder is White as stated in the Bid Data Sheet.				

Prepared By:

Ma. GERALYN N. AQUINO, MMHA
BACSEC Member

Noted By:

RELLIE MONROE NAVARRETE, CCNA, MMHA
BACSEC Chairman

Isabel Elona, MSc
Chairman, Bid and Awards Committee
(Drugs and Medicine/Other Supplies)

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	<ul style="list-style-type: none"> ➤ TWG, Ms. Dolores Alvarez read and discuss the Annex A and Other Terms and Condition for Drugs and Medicine CY 2019 (Rebid) ➤ Bromocriptine (as mesilate) tab. 2.5mg (estimated price was not included in annex a. (to be check by the end-user). ➤ Etoposide amp 20mg/ml, 5ml suggest by the bidder of vial. (To be check by the end-user if there will be changes to be included in bid bulletin). ➤ Other Terms and condition – <ul style="list-style-type: none"> • o. Expiring drugs will be returned to the suppliers six months before the expiry. ➤ Certificate of Good Performance: <ul style="list-style-type: none"> - Ms. Villanueva reiterated for the old suppliers to submit Certificate of Good performance for the last two years (2017 and 2018). ➤ Statement of Ongoing Contracts: <ul style="list-style-type: none"> - to submit only the statements of ongoing contracts. 	For Bid Bulletin				
	5. There having no other remaining topics for discussion and no other queries from the bidders the Pre-Bid Conference adjourned at exactly 10:01AM.					

Prepared By:

Ma. GERALYN N. AQUINO, MMHA
BACSEC Member

Noted By:

Rellie MONROE NAVARRETE, CCNA, MMHA
BACSEC Chairman

Isabel ELONA, MSc
Chairman, Bid and Awards Committee
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DATE: Feb. 6, 2019

TIME STARTED: 9:00AM

TIME ENDED:

VENUE: Board Room

ATTENDANCE SHEET

SN	NAME	DIV/DEPT/SEC/UNIT	SIGNATURE	TIME-IN	SN	NAME	DIV/DEPT/SEC/UNIT	SIGNATURE	TIME-IN
1.	MOLLY D. CHUA	RT	M. Chua	9:00am	16				
2.	JAN CHRISTOPHER F. JANTON	Pharmacy	J. Janton	9:00	17				
3.	Dolores D. Alvarez	Pharmacy	D. Alvarez	9:00	18				
4.	JONN DE VERA	Pharmacy	J. De Vera	9:00	19				
5.	Ramos, Keshia	DR	K. Ramos	9:15am	20				
6.	Kathleen Palawan	DR	K. Palawan	9:30am	21				
7.	NORTON C. BACUNGAN	DR	N. Bacungan	9:40am	22				
8.	Isabel Elma	DR	I. Elma	9:15	23				
9.	Beulah Villanueva	Pharmacy	B. Villanueva	9:00am	24				
10.	Dolores Alvarez	Pharmacy	D. Alvarez		25				
11.	Mar. Geraldyn Jim	Pharmacy	M. Jim		26				
12.	Julia Dollete	Pharmacy	J. Dollete	9:00	27				
13.	RENEE N. D. RAMOS	Pharmacy	R. Ramos	9:00	28				
14.					29				
15.					30				

Prepared By:

Noted By:



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SN	NAME	COMPANY	SIGNATURE	TIME-IN	SN	NAME	COMPANY	SIGNATURE	TIME-IN
1.	Camille Javier	Gloria/MFL		9:00	16				
2.	Lorraine Pelingan	Vizcarra		9:03	17				
3.	JOSELYN ABALAYAN	METRO DRUG INC.		9:15	18				
4.	Annamer Cabrang	Zwellig		9:15	19				
5.	JONATHAN TIENZO	RBC-MDC		9:15	20				
6.	Lorenzo Rivera	Med line Distributor		9:15	21				
7.	Isabel Silva	DPS		9:15	22				
8.	RHIAN JAY BOLINA	OXFORD DIST. INC.		9:20	23				
9.	OLIVER ESCOBAR	VIZCARRA		9:35	24				
10					25				
11					26				
12					27				
13					28				
14					29				
15					30				

Prepared By:

Noted By: