



QUIRINO MEMORIAL MEDICAL CENTER

MINUTES OF MEETING

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

TYPE OF MEETING: Pre-Procurement Meeting for Equipment (HFEP)

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

DATE: March 12, 2019

TIME STARTED: 9:00am

TIME ENDED: 3:35pm

VENUE: QMMC Boardroom

AGENDA	DISCUSSION	AGREEMENT			
		ACTION	TIME TABLE	BUDGET NEEDED	RESPONSIBLE PERSON
Pre-Procurement of the following equipment; 1. HOSPITAL BEDS ITB No. 2019-03-15 Discussion starts: 9:31am Discussion ends: 10:15am	1. Dr. Ofelia de Leon, BAC Chairman for Equipment presided the pre-procurement for Hospital Beds	Presented the BAC Members, TWG, BAC Secretariat and the End-User	Advertisement March 20, 2019	Php7,680,000.00 (HFEP Fund)	Ms. Eleanor Mendoza (End-User)
	2. Mr. Rellie Monroe Navarrete, BAC Secretariat Chairman presented the Bid Documents and invited the end-user, to attend on March 29, 2019, 9:00am at QMMC Boardroom for the Pre-Bid Conference.				
	3. Presented the following; Schedule of Requirements: 45-60 calendar days upon receipt of Notice to Proceed Terms and Conditions presented by TWG: d. Provide orientation and training with certificate for end user on equipment operation and preventive maintenance. i. That the bidder has available Service Engineer after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.) For HYDRAULIC STRETCHER BED annex: Php7,140,000.00, (51 units)	It was agreed, discussed and changed the following; Schedule of Requirements: 45-60 calendar days upon receipt of Notice to Proceed Terms and Conditions presented by TWG: d. Provide orientation and training with certificate for end user and Biomedical Personnel on equipment operation and preventive maintenance. i. That the bidder has available Service Specialist after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.) For HYDRAULIC STRETCHER BED annex: For review by the end-user and to submit at BAC Sec Office revised specification.			

Prepared By: _____

IVY V. MEJIA
BAC Sec Member

Noted By: _____

RELLIE MONROE C. NAVARRETE, CCNA, MMHA
BAC Sec Chairman

Approved By: _____

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	For TRANSPORT BED annex: Php540,000.00 (6 units)	For TRANSPORT BED annex: For review by the end-user and to submit at BAC Sec Office revised specification.			
	The TWG will help the end-user to review the technical specification of the said units.				
2. ANESTHESIA MACHINE ITB No. 2019-03-16 Discussion starts: 10:17am Discussion ends: 11:19am	1. Dr. Ofelia de Leon, BAC Chairman for Equipment presided the pre-procurement for Anesthesia Equipment	Presented the BAC Members, TWG, BAC Secretariat and the End-User	Advertisement March 20, 2019	Php4,500,000.00 (HFEP Fund)	Dr. Arnulfo Valle Dr. Bien Razal Dr. Jofie Bustamante (End-User)
	2. Mr. Rellie Monroe Navarrete, BAC Secretariat Chairman presented the Bid Documents and invited the end-user, to attend on March 29, 2019, 10:00am at QMMC Boardroom for the Pre-Bid Conference.				
	3. Presented the following; Terms and Conditions presented by TWG: c. Available Service Engineer on call, 24/7 with certificate of training for the equipment offered from the manufacturer. d. Provide orientation and training for end user on equipment operation and preventive maintenance. i. That the bidder has available Service engineer/specialist after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.) For MULTI PARAMETER PATIENT MONITOR WITH CAPNOGRAPH (7 in1) annex: Php3,000,000.00 (10 units) For ANESTHESIA MACHINE, TWO (2) VAPORIZER WITH VENTILATOR annex: Php1,500,000.00 (1 unit)	It was agreed, discussed and changed the following; Terms and Conditions presented by TWG: c. Available Service Engineer/Specialist, on call, 24/7 with certificate of training for the equipment offered from the manufacturer. d. Provide orientation and training with certificate for end user and Biomedical Personnel on equipment operation and preventive maintenance. i. That the bidder has available Service engineer/specialist after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.) For MULTI PARAMETER PATIENT MONITOR WITH CAPNOGRAPH (7 in1) annex: no changes for the specification For ANESTHESIA MACHINE, TWO (2) VAPORIZER WITH VENTILATOR annex: Need to verify: WORKSPACE AREA: NOT LESS THAN 1000cm2			
	The newest Anesthesia Machine model has a built in patient monitor with Capnograph.	TWG will verify the legality of procuring the Anesthesia Machine with Capnograph and Multi Parameter Patient Monitor with Capnograph (7 in1).			

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3. OPERATING MICROSCOPE ITB No. 2019-03-17 Discussion starts: 11:20am Discussion ends: 11:50am	1. Dr. Ofelia de Leon, BAC Chairman for Equipment presided the pre-procurement for Operating Microscope	Presented the BAC Members, TWG, BAC Secretariat and the End-User	Advertisement March 20, 2019	Php12,000,000.00 (HFEP Fund)	Dr. Louie Racelis Dr. Alma concepcion de la Cruz (End-User)
	2. Mr. Rellie Monroe Navarrete, BAC Secretariat Chairman presented the Bid Documents and invited the end-user, to attend on March 29, 2019, 11:00am at QMMC Boardroom for the Pre-Bid Conference.				
	3. Presented the following; Terms and Conditions presented by TWG: c. Available Service Engineer on call, 24/7 with certificate of training for the equipment offered from the manufacturer. Including weekends and holidays. d. Provide orientation and training end user on equipment operation and preventive maintenance. i. That the bidder has available Service engineer after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.) For OPERATING MICROSCOPE annex: Php12,000,000.00 (1 unit)	It was agreed, discussed and changed the following; Terms and Conditions presented by TWG: c. Available Service Engineer/Specialist, on call, 24/7 with certificate of training for the equipment offered from the manufacturer. Including weekends and holidays. d. Provide orientation and training with certificated for end user and Biomedical personnel on equipment operation and preventive maintenance. i. That the bidder has available Service engineer/specialist after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.) For OPERATING MICROSCOPE annex: Focus: >Motorized via multifocal lens, with manual adjustment > Double iris diaphragm Eyepiece: >Wide-field eyepiece > Eyepiece Head (Binocular) 160 degrees inclination, 10x eyepiece Illumination: > Xenon 300-watts arc lamps as main illumination with LED lamp as back up > Adjustable brightness and variable illumination field diameter			

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		<p>Control:</p> <ul style="list-style-type: none"> > Flexible intra-operative control key functions via handgrip/pistol > Wireless footswitch <p>Objective:</p> <ul style="list-style-type: none"> > Working distance 200mm to 600mm, motorized <p>Assistant or Co-observer</p> <ul style="list-style-type: none"> > Diploscope with 2 ports for stereoscopic observer > Stereoscopic observer head with 160 degrees eyepiece head, 10x eyepiece > Eyepiece head (binocular) 160 degrees inclination, 10x eyepiece <p>Video system</p> <ul style="list-style-type: none"> > HD Video camera system > Video cable, at least 5m > Video processor from microscope to display > Full HD LED Monitor, at least 42", medical grade > Medical grade video recorder > 3 pcs. 1 terabyte external solid state drive <p>Inclusion:</p> <ul style="list-style-type: none"> > With dust cover > 50 pieces sterile drape > 2 units of UPS, 2 kVa, > Microscope Stand compatible with the unit 			
4. LABORATORY EQUIPMENT ITB No. 2019-03-18 Discussion starts: 1:18pm Discussion ends: 2:18pm	1. Dr. Ofelia de Leon, BAC Chairman for Equipment presided the pre-procurement for Laboratory Equipment	Presented the BAC Members, TWG, BAC Secretariat and the End-User	Advertisement March 20, 2019	Php7,780,000.00 (HFEP Fund)	Dr. Araceli Jaboca Mr. Eleazar Tio (End-User)
	2. Mr. Rellie Monroe Navarrete, BAC Secretariat Chairman presented the Bid Documents and invited the end-user, to				

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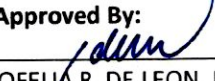
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	attend on March 29, 2019, 1:00pm at QMMC Boardroom for the Pre-Bid Conference.				
	<p>3. Presented the following;</p> <p>Terms and Conditions presented by TWG:</p> <p>c. Available Service Engineer, on call, 24/7 with certificate of training for the equipment offered from the manufacturer.</p> <p>d. Provide orientation and training for end user on equipment operation and preventive maintenance.</p> <p>g. Response time for the maintenance service should be within 24 hours upon notification thru facsimile, email or phone call.</p> <p>i. That the bidder has available Service engineer after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.)</p> <p>o. Shall provide a loaner unit of the same unit during repair. The bidder must have proof of calibration for its loaner unit.</p> <p>For MORTUARY FREEZER annex; Php6,980,000.00 (1 unit)</p> <p>Door: with 4 hinged doors at mounted at the side, fully insulated, stainless steel made, with lever type handle and a rubber gasket to ensure sealing. The opening of each door is at least 800x550mm (WxH). Each compartment contains 1 body tray. Provision for cadaver tray identification (insert signage)</p>	<p>It was agreed, discussed and changed the following;</p> <p>Terms and Conditions presented by TWG:</p> <p>c. Available Service Engineer/specialist, on call, 24/7 with certificate of training for the equipment offered from the manufacturer.</p> <p>d. Provide orientation and training with certificate for end user/Biomedical Personnel on equipment operation and preventive maintenance.</p> <p>g. Response time for the maintenance service should be within 24 hours upon notification thru facsimile, email or phone call. For Mortuary freezer, repair should be complete within 24 hours. Otherwise, expenses incurred shall be charged to the supplier.</p> <p>i. That the bidder has available Service engineer/specialist after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.)</p> <p>o. Shall provide a loaner unit of the same unit during repair. The bidder must have proof of calibration for its loaner unit. (Except for Mortuary Freezer)</p> <p>For MORTUARY FREEZER annex; Shall provide a step up 3 phase transformer: to add</p> <p>Door: with hinged doors each at mounted at the side, fully insulated, stainless steel made, with lever type handle and a rubber gasket to ensure sealing. The opening of each door is at least 800x550mm (WxH). Each compartment contains 1 body tray. Provision for cadaver tray identification (insert signage)</p>			

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 BAC Sec Chairman

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 Chairman, Bids and Awards Committee

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	<p>For AUTOCLAVE MACHINE annex; Php500,000.00 (1 unit)</p> <p>For FLOATATION WATER BATH annex; Php300,000.00 (1 unit) With corresponding AVR</p>	<p>Shall provide necessary electrical supplies to run the unit and be tapped by the existing 3 phase power: to add</p> <p>For AUTOCLAVE MACHINE (Floor Mounted) annex; At least 2,760 watts: to add</p> <p>For FLOATATION WATER BATH annex; At least 1,150 watts: to add With corresponding AVR 1.5kVa</p>			
5. IP TELEPHONY REDUNDANT SYSTEM ITB No. 2019-03-19 Discussion starts: 2:22pm Discussion ends: 3:05pm	1. Dr. Ofelia de Leon, BAC Chairman for Equipment presided the pre-procurement for IP Telephony Redundant System	Presented the BAC Members, TWG, BAC Secretariat and the End-User	Advertisement March 20, 2019	Php900,000.00 (Income Fund)	Mr. Joma Roque Revilla (End-User)
	2. Mr. Rellie Monroe Navarrete, BAC Secretariat Chairman presented the Bid Documents and invited the end-user, to attend on March 29, 2019, 3:00pm at QMMC Boardroom for the Pre-Bid Conference.				
	<p>3. Presented the following;</p> <p>Terms and Conditions presented by TWG:</p> <p>c. Available Service Engineer on call, 24/7 with certificate of training for the equipment offered from the manufacturer.</p> <p>d. Provide orientation and training for end user on equipment operation and preventive maintenance.</p> <p>i. That the bidder has available Service engineer after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.)</p> <p>For IP TELEPHONY REDUNDANT SYSTEM annex; Php900,000.00 (1 unit)</p>	<p>It was agreed, discussed and changed the following;</p> <p>Terms and Conditions presented by TWG:</p> <p>c. Available Service Engineer/Technician, on call, 24/7 with certificate of training for the equipment offered from the manufacturer.</p> <p>d. Provide orientation and training with certificate for end user and technical staff on equipment operation and preventive maintenance.</p> <p>i. That the bidder has available Service engineer/ technician after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.)</p> <p>p. Unit offered must be the same with the existing unit: to add</p>			
	The specification of this unit is for Mitel brand. The Mitel is existing and compatible with our server.	TWG will review for possible generic specification.			

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	Brand Name / Branded Item	RA 9184, Section 18 of IRR states, "Specification for the procurement of Goods shall be used based on relevant characteristics, revised specification, functionally and/or performance requirements. Reference to brand names shall be not allowed except for items or parts that are compatible with the existing fleet or equipment of the same make and brand, and to maintain the performance, functionality and useful life of the equipment."			
6. VARIOUS ORL-HNS EQUIPMENT ITB No. 2019-03-20 Discussion starts: 3:05pm Discussion ends: 3:45pm	1. Dr. Ofelia de Leon, BAC Chairman for Equipment presided the pre-procurement for Various ORL-HNS Equipment	Presented the BAC Members, TWG, BAC Secretariat and the End-User	Advertisement March 20, 2019	Php25,000,000.00 (HFEP Fund)	Dr. Glaciela Mara Medina Dr. Jenna Quiroga (End-User)
	2. Mr. Rellie Monroe Navarrete, BAC Secretariat Chairman presented the Bid Documents and invited the end-user, to attend on March 29, 2019, 3:00pm at QMMC Boardroom for the Pre-Bid Conference.				
	3. Presented the following; Terms and Conditions presented by TWG: c. Available Service Engineer, on call, 24/7 with certificate of training for the equipment offered from the manufacturer. d. Provide orientation and training for end user on equipment operation and preventive maintenance. i. That the bidder has available Service engineer after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.) For LARYNGOSCOPE SET annex; Php11,000,000.00 (1 lot) For RHINOLOGY SET annex; Php6,000,000.00 (1 lot)	It was agreed, discussed and changed the following; Terms and Conditions presented by TWG: c. Available Service Engineer/Specialist, on call, 24/7 with certificate of training for the equipment offered from the manufacturer. d. Provide orientation and training with certificate for end user and Biomedical Personnel on equipment operation and preventive maintenance. i. That the bidder has available Service engineer/specialist after the warranty period subject to terms mutually agreed by both parties (charges, schedule, etc.) For LARYNGOSCOPE SET annex; annex: no changes for the specification For RHINOLOGY SET annex; no changes for the specification			

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IVY M. MEJIA
BAC Sec Member

Noted By:

RELLIE MONROE C. NAVARRETE, CCNA, MMHA
BAC Sec Chairman

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	For ENDOSCOPY SET annex; Php6,000,000.00 (1 lot)	For ENDOSCOPY SET annex; 24"-26" Full HD Monitor 1920x1080, Camera Power source:100/240V, 50/60Hz, Power consumption: 40VA, Image sensor, 50/60fps Frame rate, with freeze, 3.5: LCD touch screen, Video output:2 USB ports, HDMI, HDMI splitter, HD-SD(1080p), CVBS(PAL/NTSC), 4M Cable length, Camera console, Pen type Camera head, Adapter lens, Foot switch: to add			
	For TONSILECTOMY AND ADENOIDECTOMY SET annex; Php2,000,000.00 (1 lot)	Light Power source: AC 220V, 60Hz, Power consumption: 200VA; LED one channel, more than 30,000 hours lamp life, Universal Guide Lock light connector type, Light guide cable. With 2 pcs. spare bulbs with more than 30,000 hours lamp life: to add			
	No further discussion was made pre-procurement conference adjourned at 3:35pm.	For TONSILECTOMY AND ADENOIDECTOMY SET annex; no changes for the specification			

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MINUTES OF MEETING

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

TYPE OF MEETING: PRE-PROCUREMENT CONFERENCE

☐ Management Review ☐ MANCOM Meeting ☐ EXECOM Meeting ☐ COMMITTEE Meeting ☐ DEPARTMENT Meeting ☒ Others BAC

DATE: March 12, 2019

TIME STARTED: 9:00am

TIME ENDED:

VENUE: Boardroom

ATTENDANCE SHEET

SN	NAME	DIV / DEPT / SEC / UNIT	SIGNATURE	TIME-IN	SN	NAME	DIV / DEPT / SEC / UNIT	SIGNATURE	TIME-IN
1	Jan Christopher F. Juan	Public Aff. Div.	[Signature]	9:00	16	Dr. Louie C. Raulis	Surgeon General's Office	[Signature]	10:05
2	Vanessa T. Virtusiano	BAC	[Signature]	9:00	17	Arauli Jansha	Public Aff. Div.	[Signature]	
3	EDWIN X. MONICO	TwB	[Signature]	9:10	18	ELEANOR C. TIO	TwB	[Signature]	
4	ROBERT JOHN A. WONG	BAC	[Signature]	9:10	19	JOMA REFINA	COMS	[Signature]	
5	MA. LUISA P. LUYNES	PRAC	[Signature]	9:10	20	Jenna Quins	COMS	[Signature]	
6	EDILBERTO S. CUSOMANO	TwB	[Signature]	9:10	21	Glaucela dela Paz - Medina	EMT	[Signature]	
7	FELIX JOAN P. CHAVEZ	TwB	[Signature]	9:10	22	Julia Dallon		[Signature]	
8	Eleanor S. Monico	TwB	[Signature]	9:10	23	RELLIE NAVARRETE	BAC Sec	[Signature]	
9	BEN NARAL	ANET	[Signature]	10:10	24				
10	SOFIE MUSTAMANTE	ANET	[Signature]	10:10	25				
11	Lina P. de la Cruz	COMS	[Signature]		26				
12	SHARON SIMPSON	Admin	[Signature]	10:10	27				
13	Wyn P. Padua	Nrgy	[Signature]	10:10	28				
14	Arnulfo Valle		[Signature]		29				
15	Alma Corrao T. de la Cruz	Surgeon General's Office	[Signature]	10:15	30				

Prepared By:

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Noted By:

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