



QUIRINO MEMORIAL MEDICAL CENTER

MINUTES OF MEETING

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

TYPE OF MEETING: PRE-BID CONFERENCE

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

DATE: March 29, 2019

TIME STARTED: 2:30pm

TIME ENDED: 3:55pm

VENUE: QMMC Boardroom

AGENDA	DISCUSSION	AGREEMENT			
		ACTION	TIME TABLE	BUDGET NEEDED	RESPONSIBLE PERSON
Pre-Bid Conference	1. The Invitation to Apply for Eligibility and to Bid (IAEB) under IB 2019-03-19 Procurement of Various ORL-HNS Equipment		Submission and Opening of Bid April 11, 2019 / 2:00pm	Php25,000,000.00	-BAC (Equip) -BAC Sec -TWG -End-User
	2. The meeting commenced at 2:30pm with Dr. Ofelia De Leon, BAC Chairperson (Equipment) as the presiding officer.			Source of Funding: HFEP	
	3. Mr. Fidel John Caseñas, Head TWG presented the details of the instruction to prospective bidders and enlighten them on the documents needed to prepare and submit.		Bid Evaluation April 11, 2019		
	4. Proceedings of the meetings are as follows: Do not copy and paste the QMMC Technical Specification/s, declare your bid offer and any additional features that advantageous, if bidder/s copied and pasted the QMMC specification all QMMC specification must be delivered accordingly.		Post Qualification: April 12, 2019		
	Section VI. Schedule of Requirements 30-60 calendar days upon receipt of Notice to Proceed	For Bid Bulletin Section VI. Schedule of Requirements 60-90 calendar days upon receipt of Notice to Proceed			

Prepared By:

IVY V. MEJIA
BAC Sec Member

Noted By:

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

Approved By:

OFELIA R. DE LEON, MD, FPPS, MMHA
Chairman, Bids and Awards Committee

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	<p>Presented the Annex of the following;</p> <p>a. Laryngoscope Set b. Rhinology set c. Tonsillectomy and Adenoidectomy Set d. Endoscopy Set</p> <p>Ms. Jane Balpalatoc (Dubbel) asked if possible to +/- 3 for the sizes and length of the instruments.</p> <p>Other Terms and Conditions:</p> <p>2. Shall submit a Certificate of Conformance of specific equipment being offered issued by the following standards: Updated, Original certificate must be present during bid opening.</p> <p>a. ISO No. 13485 or its equivalent b. IEC 60601-1</p>	<p>Presented the Annex of the following;</p> <p>a. Laryngoscope Set b. Rhinology set c. Tonsillectomy and Adenoidectomy Set d. Endoscopy Set</p> <p>for end-user review all technical specification and will issue supplemental / bid bulletin.</p> <p>Other Terms and Conditions:</p> <p>2. Shall submit a Certificate of Conformance of specific equipment being offered issued by the following standards: Updated,</p> <p>a. ISO No. 13485 or its equivalent b. IEC 60601-1</p> <p>5. Shall submit a duly notarized Declaration of the following:</p> <p>p. That the bidder declared specification/s under Section 7. Technical Specification shall be identical with the actual specification of the product offered <i>is hereby added</i>.</p>			
	No further discussion was made, meeting adjourned 3:55pm				

Prepared By:

IVY V. MEJIA
BAC Sec Member

Noted By:

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

Approved By:

OFELIA R. DE LEON, MD, FPPS, MMHA
Chairman, Bids and Awards Committee

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

DATE: March 29, 2019

TIME STARTED: 2:00Pm

TIME ENDED:

VENUE: Boardroom

ATTENDANCE SHEET

SN	NAME	COMPANY	SIGNATURE	TIME-IN	SN	NAME	COMPANY	SIGNATURE	TIME-IN
1	JOSABETH REVILGA	TECHNOMED MTC INC.	[Signature]		16				
2	JANICE MALIC	CNS	[Signature]		17				
3	Jharame Cabrera	MTC Opto-Medic Inc	[Signature]		18				
4	Andree Molina	RBum	[Signature]		19				
5	Louely Arguelles	RB6m	[Signature]		20				
6	maele meeline	Pce	[Signature]		21				
7	Jane Palpalatoc	Dubbel	[Signature]		22				
8					23				
9					24				
10					25				
11					26				
12					27				
13					28				
14					29				
15					30				

Prepared By:

IVY V. MEJIA
BAC Sec Member

Noted By:

RELLIE MONROE C. NAVARRETE, MMHA
BAC Sec Chairman

Approved By:

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SN	NAME	DIV / DEPT / SEC / UNIT	SIGNATURE	TIME-IN	SN	NAME	DIV / DEPT / SEC / UNIT	SIGNATURE	TIME-IN
1	BREDA D. DE LEON	BAC	[Signature]		16				
2	Ma. Lura P. Luyres	BAC	[Signature]		17				
3	Vanessa T. Virtunio	BAC	[Signature]		18				
4	Robert John A. Wong	BAC	[Signature]		19				
5	Ramos, Kisha	MANCOM	[Signature]		20				
6	Jan Camarero T. Santos	Tub	[Signature]		21				
7	Ridel John Carera	Tub	[Signature]		22				
8	Redentor B. Magdayao	ENA	[Signature]		23				
9	Jenna Quings	Ent	[Signature]		24				
10	Ivy Mejia	BAC SEC	[Signature]		25				
11					26				
12					27				
13					28				
14					29				
15					30				

Prepared By:

IVY V. MEJIA
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RELIE MONROE C. NAVARRETE, MMHA
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