

DRN: _____

SUBSCRIPTION OF MANAGED PRINTING SERVICES FOR DSWD CENTRAL OFFICE
(ITB No. GOP/20-DSWD-025)
26 FEBRUARY 2020 | 01:30 PM
OUS-DRMG Conference Room, Directors Dormitory, DSWD Central Office

MINUTES OF PRE-BID CONFERENCE

I. Attendance

Bids and Awards Committee (BAC):

- | | | |
|-----------------------------------|---|----------------|
| 1. U/Sec. Felicisimo C. Budiongan | - | Chairperson |
| 2. Dir. Ernestina Z. Solloso | - | Regular Member |
| 3. Dir. Emmanuel P. Privado | - | Regular Member |

BAC Secretariat (BACSec):

- | | | |
|-----------------------------------|---|------------------------------------|
| 1. Ms. Oliva C. Arcaina | - | Supervising Administrative Officer |
| 2. Mr. William V. Garcia Jr. | - | Administrative Officer V |
| 3. Mr. Ramon M. Villareal Jr. | - | Administrative Officer V |
| 4. Mr. Arjay C. Dimafelix | - | Administrative Officer IV |
| 5. Mr. Ramises B. Esteban | - | Administrative Officer III |
| 6. Mr. Prince A. Lee | - | Administrative Officer III |
| 7. Ms. Chelsea Jillian M. Abeleda | - | Administrative Officer II |

Others in Attendance:

- | | | |
|------------------------------|---|---|
| 1. Mr. Onilazir A. Sta. Ines | - | Information and Communications
Technology Management Service (ICTMS) |
| 2. Mr. Godfrey T. Gollayan | - | ICTMS |
| 3. Ms. Meriel P. Castillo | - | Finance and Management Service (FMS)–
Budget Division (BD) |
| 4. Ms. Jasmin M. Asilo | - | Procurement Management Service (PMS)–
Procurement Planning and Management
Division (PPMD) |

Prospective Bidder/s Present:

- | | | |
|-------------------------|---|--------------------------------------|
| 1. Ms. Charlotte Caleon | - | Benz-Cy Enterprises, Inc. |
| 2. Ms. Elma Mina | - | Benz-Cy Enterprises, Inc. |
| 3. Ms. Jhoanne Que | - | Benz-Cy Enterprises, Inc. |
| 4. Mr. Joven P. Manayag | - | Quartz Business Products Corporation |
| 5. Mr. Jun Wenceslao | - | Pinoy Servitek Provider Inc. |
| 6. Mr. Jonel Garcia | - | Pinoy Servitek Provider Inc. |

II. Call to Order

The Pre-Bid Conference for the “**Subscription of Managed Printing Services for DSWD Central Office**” was called to order at **01:30 PM** by the BAC Chairperson, **U/Sec. Felicisimo C. Budiongan**. He then introduced the members of the BAC, the BAC Secretariat and the representatives from the End-user (Information and

Communications Technology Management Service), Finance and Management Service and Procurement Management Service. *(Note: The other invited observers were unable to attend.)* He also acknowledged the presence of representatives of the prospective bidders.

A copy of the Agenda is hereto attached, marked as **Annex "A"**, and made an integral part hereof.

III. Highlights of Discussion

ITEM/ PARTICULAR	ISSUES/ CONCERNS / DISCUSSIONS	AGREEMENTS/ ACTION REQUIRED
Procurement Guidelines	<ul style="list-style-type: none"> Ms. Arcaina (<i>BACSec</i>) presented the procurement guidelines for the information of the prospective bidders. 	
Background of the Project	<ul style="list-style-type: none"> Mr. Gollayan (<i>ICTMS</i>) provided the background of the project. He mentioned that the project aims to subscribe to a managed printing services, which will provide free use of printers including their consumables – toners and cartridges – for DSWD Central Office. 	
Schedule of Requirements - Total Number of Toners	<ul style="list-style-type: none"> Mr. Wenceslao (<i>Servitek</i>) inquired if the number of toners are intended to be in units or sets. He explained that a colored printer needs 4 colors which means if the requirement for the colored printers are in units, i.e. as per the Bidding Documents, 352 units of toners for 22 units of printers, the number of toners needed would be a lot as it should be multiplied by 4. Mr. Gollayan (<i>ICTMS</i>) responded that ICTMS will review the Schedule of Requirements particularly on the unit of quantity used. U/Sec. Budiongan (<i>BAC Chair</i>) directed its Secretariat to issue a supplemental/ bid 	

<p>- Terms of Payment</p>	<p>bulletin for the purpose, if any.</p> <ul style="list-style-type: none"> • Mr. Manayag (<i>Quartz</i>), asked about the requirement for multifunction printer (monochrome) which amounts to 1, 056 units of toners for 33 units of printers. • Ms. Arcaina (<i>BACSec</i>) clarified that the toners will be used by all OBSUs in the DSWD Central Office, giving each OBSU allocation. • Mr. Wenceslao (<i>Servitek</i>) inquired regarding payment terms. • Mr. Sta. Ines (<i>ICTMS</i>) answered that processing of payment will be quarterly and shall commence only after services have been rendered. • Mr. Wenceslao (<i>Servitek</i>) asked the rate of tax to be applied. • Ms. Castillo (<i>FMS-BD</i>) responded that tax is usually at seven percent (7%). • Mr. Wenceslao (<i>Servitek</i>) inquired on the basis of awarding, whether it is solely depending on the price or it also considering the technical specifications offered. • Ms. Arcaina (<i>BACSec</i>) explained that as per RA 9184, the Lowest/ Single Calculated and Responsive Bid shall be awarded. 	
<p>Technical Specifications - Brand New Printers</p>	<ul style="list-style-type: none"> • Mr. Manayag (<i>Quartz</i>) asked whether the printers are required to be brand new. 	<ul style="list-style-type: none"> • End-user (<i>ICTMS</i>) to review the requirement if the printers should be

<p>- Item 1.3. Speed: 40 ppm</p> <p>- Item 4.1.3. The Microsoft Print Server should be co-working with the AD infrastructure of DSWD.</p> <p>- Item 4.2.1.3. Those that may require more than two (2) hours of repair and/or parts replacement.</p> <p>- Item 1.7. Connectivity: Hi-Speed USB 2.0 port, Ethernet 10/100/1000 base-TX</p>	<ul style="list-style-type: none"> • Mr. Gollayan (ICTMS) replied that ICTMS will review the requirements. • U/Sec. Budiongan (<i>BAC Chair</i>) directed its Secretariat to issue a supplemental/ bid bulletin for the purpose, if any. • Mr. Wenceslao (<i>Servitek</i>) queried if the DSWD requires specific brands for the printers. • Mr. Gollayan (<i>ICTMS</i>) responded that no specific brand is required but the printers must comply with the specifications provided in the Bidding Documents. • Mr. Wenceslao (<i>Servitek</i>) asked if the speed for Printer A is for letter size paper. • Mr. Gollayan (<i>ICTMS</i>) answered in the affirmative. • Mr. Manayag (<i>Quartz</i>) inquired if the service provider will provide the server. • Mr. Gollayan (ICTMS) replied that the server will be provided by DSWD. • Mr. Manayag (<i>Quartz</i>) asked if the said provision means a back-up printer unit. • Mr. Gollayan (<i>ICTMS</i>) explained that the provision could serve as back-up unit in time that a unit needs to be pulled out which will entail a service unit. • Ms. Caleon (<i>Benz-Cy</i>) queried if the units need network connections. 	<p>brand new or not.</p> <ul style="list-style-type: none"> • BAC shall issue a supplemental/ bid bulletin, if any clarifications or changes will be made.
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<ul style="list-style-type: none"> - Item 2.7. Connectivity: Hi-Speed USB 2.0 port, Ethernet 10/100/1000 base-TX - Item 3.7. Connectivity: Hi-Speed USB 2.0 port, Ethernet 10/100/1000 base-TX - Toners 	<ul style="list-style-type: none"> • Mr. Garcia Jr. (<i>BACSec</i>) answered that as indicated in Items 1.7., 2.7. and 3.7. of Section VII. Technical Specifications of the Bidding Documents, the units need to have network and internet connectivity. • Mr. Manayag (<i>Quartz</i>) asked if the toners need to be authentic and original. • Mr. Gollayan (<i>ICTMS</i>) replied that it is not necessary as long as it is compatible with the unit. • Mr. Garcia Jr. (<i>BACSec</i>) countered and said that technical specifications were provided, thus, the toners should not only be compatible but should also be authentic. • Mr. Manayag (<i>Quartz</i>) requested that “authentic” and “original” be included in the Terms of Reference (TOR) and Bidding Documents. • Mr. Gollayan (<i>ICTMS</i>) clarified that ICTMS will review the requirements. • U/Sec. Budiongan (<i>BAC Chair</i>) directed its Secretariat to issue a supplemental/ bid bulletin for the purpose, if any. 	<ul style="list-style-type: none"> • End-user (<i>ICTMS</i>) to review the requirement if the toners should be original and authentic or not. • BAC shall issue a supplemental/ bid bulletin, if any clarifications or changes will be made.
<p>Preparation of Bid Proposals</p>	<ul style="list-style-type: none"> • Ms. Arcaina (<i>BACSec</i>) reminded the prospective bidders on how to prepare bid proposal and how to accomplish the forms in the Bidding Documents. 	
<p>Deadline of Submission and Receipt of Queries and Clarifications</p>	<ul style="list-style-type: none"> • Mr. Garcia Jr. (<i>BACSec</i>) reminded the prospective bidders that queries and clarifications may be 	



	submitted to the BAC Secretariat on or before 02 March 2020, 05:00 PM, in writing or thru email at bacsec@dswd.gov.ph or thru fax at (02) 951-7116.	
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IV. Adjournment

Having no other matters for discussion, the Pre-Bid Conference was adjourned at **02:00 PM.**

Prepared by:

DANILYN A. DEDELES
Administrative Assistant III
Bids and Awards Committee Secretariat

Noted by:

OLIVA C. ARCAINA
Supervising Administrative Officer and
Officer-in-Charge, Bids and Awards
Committee Secretariat

Approved by:

FELICISIMO C. BUDIONGAN
Undersecretary and
Chairperson, Bids and Awards Committee

PRE-BID CONFERENCE

DESCRIPTION	:	Subscription of Managed Printing Services for DSWD Central Office ITB No. GOP/20-DSWD-025
DATE	:	26 February 2020
TIME	:	01:30 PM
VENUE	:	OUS-DRMG Conference Room, Room 202, Directors Dormitory
PARTICIPANTS	:	BAC, BAC Secretariat, ICTMS, FMS, PMS, Prospective Bidders

AGENDA**I. Call to Order**

- A. Introduce the members of the BAC, the BAC Secretariat, and other DSWD Personnel present.
- B. Acknowledge the presence of all interested bidders who are in attendance.
- C. Inform the bidders that questions will be entertained after the reading of the Rules Specified in the Bidding Documents.

II. Procurement Guidelines

- A. The procurement procedure for the "**Subscription of Managed Printing Services for DSWD Central Office**" is Competitive Bidding pursuant to the provisions of Republic Act No. 9184 (RA 9184) and its revised 2016 Implementing Rules and Regulations (IRR), otherwise known as the "Government Procurement Reform Act" (GPRA).
- B. All bids will be opened, read aloud, and recorded at the time of the bid opening. **Late bids will be marked "Late" and will be returned unopened to the bidder.** No award shall be made during the bid opening. During the bid opening, the Bids and Awards Committee (BAC) will conduct a preliminary examination of the bid proposals submitted to determine its completeness, check if the required bid security has been posted, and that the documents have been properly signed and are generally in order.
- C. Deviations

Bidders are not allowed to deviate from any of the eligibility, technical and financial specifications specified in the bidding documents. Bids exhibiting non-compliance with the specifications shall be disqualified.
- D. Evaluation and Comparison of Bids

The Procuring Entity will evaluate and compare bids, which have been determined to be responsive during the preliminary examination.

III. The Bidding Documents shall be discussed by the Head of the BAC Secretariat, particularly the following issues:

A. Eligibility and Technical Component

All the required Eligibility and Technical Documents listed on the Instructions to Bidders (ITB) and the Bid Data Sheet (BDS) shall be submitted following such order. Those documents shall be the basis of the preliminary examination of bids.

B. Financial Component

All the required Financial Documents listed in the ITB and BDS shall be submitted, following such order. Those documents will be the basis of the Preliminary Examination of the Financial Proposal during the bid opening.

C. Preliminary Examination

The BAC shall open the **Eligibility and Technical Component (first envelope)** and check the submitted eligibility and technical documents for each bidder against a checklist of required eligibility and technical documents to ascertain if they are all present, **using non-discretionary “pass/fail” criteria**. In case one or more of the required documents is missing, the BAC shall declare the eligibility and technical requirement concerned as **“failed”** and immediately return to the bidder concerned its Financial Component (second envelope). Otherwise, the BAC shall declare the said eligibility requirements as **“passed”**.

Upon completion of the preliminary examination of the Eligibility and Technical component, the BAC shall subsequently open the **Financial Component (second envelope)** and check against a checklist of required financial documents to ascertain if they are all present **using a non-discretionary “pass/fail” criteria**. In case one or more of the financial documents required are missing and/or if the submitted total bid price exceeds the Approved Budget for the Contract (ABC), the BAC shall declare the bid concerned as **“failed”**.

D. Bid Security

Each bidder shall furnish a Bid Security as part of its Bid. The Bid Security shall be in any of the form prescribed on the ITB.

E. Bid Validity Period

Bids shall be valid for **one hundred twenty (120) calendar days** from the date of the opening of bids.

F. Evaluation and Award

The BAC or the designated Technical Working Group (TWG) will conduct a detailed evaluation and comparison of all bids declared “passed”, using non-discretionary criteria. Those who complied with the criteria prescribed in the bidding documents will be ranked in ascending order of their total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications to determine the Lowest Calculated Bid (LCB).



G. Post-Qualification

After determining the **Lowest Calculated Bid (LCB)** or **Single Calculated Bid (SCB)**, as the case maybe, the BAC shall conduct post-qualification to verify, validate, and ascertain all statements made and documents submitted by the bidder with the LCB/SCB, using non-discretionary criteria. If the BAC determines that the bidder with the LCB/SCB passes all the criteria for post-qualification, it shall declare the said bidder as the **Lowest Calculated and Responsive Bid (LCRB)** or **Single Calculated and Responsive Bid (SCRB)** and award the contract to the said bidder.

IV. Open Forum

Any clarifications, issues or concerns that are not found in the bid documents will be announced in writing through Supplemental/Bid Bulletin.

V. Adjournment

INVITATION TO BID FOR
SUBSCRIPTION OF MANAGED PRINTING SERVICES FOR
DSWD CENTRAL OFFICE
— ITB No. GOP/20-DSWD-025 —
(PR No. 2019121834)

1. The **Department of Social Welfare and Development (DSWD)**, through the **DSWD Funds**, intends to apply the sum of **Ten Million Nine Hundred Thirty-Six Thousand Pesos (PHP 10,936,000.00)**, being the Approved Budget for the Contract (ABC) to payments under the contract for the **Subscription of Managed Printing Services for DSWD Central Office**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
 2. The DSWD now invites registered Philippine Government Electronic Procurement System (PhilGEPS) service providers to bid for the **Subscription of Managed Printing Services for DSWD Central Office**. Delivery of Goods and Services shall be in accordance with **Section VI. Schedule of Requirements**. Bidders should have completed, **within five (5) years from the date of submission and receipt of bids**, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
 3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.
- Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.
4. Interested bidders may obtain further information from **DSWD Bids and Awards Committee (BAC) Secretariat** and inspect the Bidding Documents at the address given below from **Monday to Friday at 08:00 AM to 05:00 PM**.
 5. A complete set of Bidding Documents may be purchased by interested Bidders on **19 February 2020 to 11 March 2020** from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **Fifteen Thousand Pesos (PHP 15,000.00)**.

It may also be downloaded free of charge from the website of the PhilGEPS and the website of the Procuring Entity, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

6. The DSWD will hold a **Pre-Bid Conference** on *26 February 2020, 01:30 PM*, at the **Office of the Undersecretary for Disaster Response Management Group (OUS-DRMG) Conference Room, Room 202, Directors Dormitory, DSWD Central Office, IBP Road, Constitution Hills, Quezon City** which shall be open to all interested parties.
7. Bids must be delivered to the address below on or before *11 March 2020, 09:00 AM*. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

Bid opening shall be on *11 March 2020, 10:30 AM*, at the **Office of the Undersecretary for Disaster Response Management Group (OUS-DRMG) Conference Room, Room 202, Directors Dormitory, DSWD Central Office, IBP Road, Constitution Hills, Quezon City**. Bids will be opened in the presence of the Bidders' representatives who choose to attend. Late bids shall not be accepted.

8. The DSWD reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its 2016 Revised IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

THE CHAIRPERSON

DSWD Bids and Awards Committee


c/o BAC Secretariat

Ground Floor, DSWD Central Office

IBP Road, Constitution Hills, Quezon City

Fax No. (02) 931-6139

Telephone Nos. (02) 931-8101 to 07 Local 122 or 124



FELICISIMO C. BUDIONGAN
*Undersecretary and
Chairperson, Bids and Awards Committee*

Section VI. Schedule of Requirements

Subscription of Managed Printing Services for DSWD Central Office

Note: The following number of printers and toners shall be delivered upfront within the thirty (30) Calendar Days Implementation Period

Number of Printers	Total Number of Toners	Description
33 units	1,056 units	Multifunction Printer (Monochrome)
22 units	352 units	Laser Printer (Color) Multifunction
23 units	736 units	Laser Printer (Monochrome) Single Function

Distribution List

- The distribution list will be given to the winning service provider.

Delivery Period:

- Complete delivery of printers, toners, and set-up must be made within thirty (30) calendar days upon receipt of Notice to Proceed (NTP)

Duration of Service

- Implementation: 30 calendar days for delivery of printers, toners, and set-up;
- Coverage of Service: Eight (8) months (May to December 2020) after successful implementation and acceptance.

Terms of Payment:

- Processing of payment will be quarterly after successful installation and acceptance. Payment shall commence only after services have been rendered.

Service Coverage	Payment Schedule
May to June 2020	June 2020
July to September 2020	September 2020
October to December 2020	January 2021

Delivery Site:

- Department of Social Welfare and Development (DSWD) – Central Office (CO) -
IBP Road, Constitution Hills, Quezon City
**In coordination with the ICTMS*

Name of Bidder: _____

Name of Authorized Representative: _____

Signature of Authorized Representative: _____

Date: _____

*****THIS DOCUMENT MUST BE ATTACHED TO THE
TECHNICAL SPECIFICATIONS*****

Technical Specifications

DSWD Specifications	Bidder's Specifications ⁶
<p>Subscription of Managed Printing Services for DSWD Central Office</p> <p>1. Printer A</p> <p>1.1. Technology: Laser (Monochrome)</p> <p>1.2. Function: Print, Scan, Copy</p> <p>1.3. Speed: 40 ppm</p> <p>1.4. Resolution: 1200 dpi</p> <p>1.5. Duty Cycle: 75,000 pages</p> <p>1.6. Paper handling: 100 – sheet multipurpose tray, 500 – sheet input tray, 50 – sheet Automatic Document Feeder (ADF)</p> <p>1.7. Connectivity: Hi-Speed USB 2.0 port, Ethernet 10/100/1000 base-TX</p> <p>1.8. Total number of toners to serve: 1,056 sets</p> <p>2. Printer B</p> <p>2.1. Technology: Laser (Color)</p> <p>2.2. Function: Print, Scan, Copy</p> <p>2.3. Speed: 21 ppm</p> <p>2.4. Resolution: 600 dpi</p> <p>2.5. Duty Cycle: 40,000 pages</p>	<p>Brand:</p> <p>Model:</p> <p>Detailed Specifications:</p>

⁶ **IMPORTANT NOTE:** Detailed specifications must be provided. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of **ITB Clause 3.1(a)(ii)** and/or **GCC Clause 2.1(a)(ii)**.

2.6. Paper handling: 150 – sheet input tray, 50 – sheet Automatic Document Feeder (ADF)

2.7. Connectivity: Hi-Speed USB 2.0 port, Ethernet 10/100/1000 base-TX

2.8. Total number of toners to serve: 352 sets

3. Printer C

3.1. Technology: Laser (Monochrome))

3.2. Function: Print

3.3. Speed: 38 ppm

3.4. Resolution: 1200 dpi

3.5. Duty Cycle: 80,000 pages

3.6. Paper handling: 100 – sheet multipurpose tray, 1,250 – sheet input tray 2, 150 – sheet output bin

3.7. Connectivity: Hi-Speed USB 2.0 port, Ethernet 10/100/1000 base-TX

3.8. Total number of toners to serve: 736 sets

4. Service Provision

4.1. Provisioning of Monthly Printing Cartridge for each printer deployed at DSWD

4.1.1. Supply of needed printing cartridges (both monochrome and colored);

4.1.2. The dedicated printer technician should assist the DSWD ICTMS AD Administrators, support staff desktop engineers in planning, deploying, and maintaining the Microsoft Print Servers;

4.1.3. The Microsoft Print Server should be co-working with the AD infrastructure of DSWD;

4.1.4. Provide technical assistance in implementing and improving Active Directory and Microsoft Print Server

setup; and

4.1.5. Should the department need the toners in advance, the service providers shall provide it upon request.

4.2. Perform weekly and monthly maintenance to all covered printing equipment

4.2.1. A dedicated printer technician should be at DSWD Central Office to perform needed troubleshooting and maintenance tasks, and he should be reporting to ICTMS office daily and that critical printing issues should be resolved within three (3) hours. Critical issues are:

4.2.1.1. Those that hinder any office from using the printers functionally,

4.2.1.2. Those that cannot be resolved by DSWD technical staff, and

4.2.1.3. Those that may require more than two (2) hours of repair and/or parts replacement.

4.3. Provide weekly, monthly, or quarterly management and monitoring reports to ICTMS focal

4.3.1. Provide relevant reports as prescribed by ICTMS focal for any related printing requirements;

4.3.2. Provide monthly reports for consumption, repair and maintenance to ICTMS;

4.3.3. Provide substantial findings and recommendations on how to improve the service; and

4.3.4. Assist in implementing needed changes.

Name of Bidder: _____

Name of Authorized Representative: _____


Signature of Authorized Representative: _____

Date: _____









PRE-BID CONFERENCE
SUBSCRIPTION OF MANAGED PRINTING SERVICES FOR DSWD CENTRAL OFFICE
(ITB NO. GOP/20-DSWD-025)
26 February 2020 at 01:30 PM

OUS-DRMG, Room 202, Directors Dormitory, DSWD Central Office, IBP Road, Batasan Hills, Quezon City

ATTENDANCE SHEET

NO.	NAME	OFFICE	SEX	EMAIL	CONTACT NO.	SIGNATURE
1	Usec. Felicisimo C. Budiongan (BAC Chairperson)	OUSDRMG	M	fcbudiongan@dswd.gov.ph		
2	Usec. Rene Glen O. Paje (BAC Regular Member)	OUSISP	M	rgopaje@dswd.gov.ph		
3	ASec. Noel M. Macalalad (BAC Alternate Member)	OASSCB	M	nmmacalalad@dswd.gov.ph		
4	Dir. Ernestina Z. Solloso (BAC Regular Member)	4Ps	F	ezsolloso@dswd.gov.ph		
5	Dir. Irene B. Dumlao (BAC Alternate Member)	SMS	F	ibdumlao@dswd.gov.ph		
6	Dir. Emmanuel P. Privado (BAC Regular Member)	NRLMB	M	epprivado@dswd.gov.ph		
7	Mr. Felix M. Armeña (BAC Alternate Member)	ICTMS	M	fmarmena@dswd.gov.ph		
8	Dir. Andrew J. Ambubuyog (BAC Provisional Member)	ICTMS	M	ajambubuyog@dswd.gov.ph		
9	Atty. Karina Antonette A. Agudo	PMS	F	kaagudo@dswd.gov.ph	Loc. 121 -124	
10	Ms. Oliva C. Arcaina	BAC Secretariat	F	ocaraina@dswd.gov.ph	Loc. 121 -124	
11	Mr. Ramon M. Villareal Jr.	BAC Secretariat	M	rmmvillarealjir@dswd.gov.ph	Loc. 121 -124	
12	Mr. William V. Garcia Jr.	BAC Secretariat	M	wvgarciajr@dswd.gov.ph	Loc. 121 -124	
13	Ms. Katrina E. Garcia	BAC Secretariat	F	kegarcia@dswd.gov.ph	Loc. 121 -124	

ATTENDANCE SHEET

NO.	NAME	OFFICE	SEX	EMAIL	CONTACT NO.	SIGNATURE
14	Mr. Arjay C. Dimafelix	BAC Secretariat	M	accimafelix@dswd.gov.ph	Loc. 121 -124	
15	Mr. Ramises B. Esteban	BAC Secretariat	M	rbesteban@dswd.gov.ph	Loc. 121 -124	
16	Ms. Luzvi S. Dabuet	BAC Secretariat	F	lsdabuet@dswd.gov.ph	Loc. 121 -124	
17	Ms. Danilyn A. Dedeles	BAC Secretariat	F	dadedeles@dswd.gov.ph	Loc. 121 -124	
18	Ms. Marden D. Aquino	BAC Secretariat	F	mdaquino@dswd.gov.ph	Loc. 121 -124	
19	Mr. Glenn Patrick A. Leynes	BAC Secretariat	M	gpaleynes@dswd.gov.ph	Loc. 121 -124	
20	Mr. Prince A. Lee	BAC Secretariat	M	palee@dswd.gov.ph	Loc. 121 -124	
21	Ms. Filipinas B. Alfonso	BAC Secretariat	F	fbalfonso@dswd.gov.ph	Loc. 121 -124	
22	Mr. Lourence C. Buenaventura	BAC Secretariat	M	lcbuenaventura@dswd.gov.ph	Loc. 121 -124	
23	Mr. Sherwin V. Gelacio	BAC Secretariat	M	svgelacio@dswd.gov.ph	Loc. 121 -124	
24	Ms. Chelsea Jillian M. Abeleda	BAC Secretariat	F	cjmabelada@dswd.gov.ph	Loc. 121 -124	
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27	Melody T. Araguil	PMS - CMD	F	mtaraguil@dswd.gov.ph	Loc. SOC	
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29	GODFREY COLARON	ICIMS	M			
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PRE-BID CONFERENCE
SUBSCRIPTION OF MANAGED PRINTING SERVICES FOR DSWD CENTRAL OFFICE
(ITB NO. GOP/20-DSWD-025)
26 February 2020 at 01:30 PM

OUS-DRMG, Room 202, Directors Dormitory, DSWD Central Office, IBP Road, Batasan Hills, Quezon City

BIDDERS ATTENDANCE SHEET

NO.	NAME	OFFICE	SEX	EMAIL	CONTACT NO.	SIGNATURE
1	Charlotte Calson	Bent-Cy Enterprises, Inc.	F	charlotte.calson@bentcy.com	0950078212X	<i>[Signature]</i>
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4	ROLAND REYES	RENT INC	M	rolandreyes@rent-inc.ph	0959457992	<i>[Signature]</i>
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7	JASON F. LIN	RENT	M	jasonlin@rent-inc.ph	09479440662	<i>[Signature]</i>
8	JAN WENCES	RENT	M	pinoyserver@rent-inc.com	09212845291	<i>[Signature]</i>
9	JANEL GARCIA	"	M	"	"	<i>[Signature]</i>
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