



MINUTES OF THE MEETING

Date: 19 March 2024
Venue: Finance Conference Room
Agenda: **LRA-SPECIAL BAC OPENING OF TECHNICAL COMPONENT**
Attendees:

BAC MEMBERS

1. Atty. Teodoro L. Bonifacio, Jr.
2. Atty. Roman G. Idica
3. Mr. Glenn Valerie A. Antonio - *online*
4. Mr. Nestor I. Misalucha
5. Atty. Christian Emerson German

TECHNICAL WORKING GROUP

1. Atty. Roxane Mae b. Villena - *Official Business (OB)*
2. Mr. Kristian Malvin B. Salcedo
3. Ms. Christina V. Pagtulingan
4. Mr. Eric Jay Ilano
5. Mr. Benavides P. Fernandez, Jr.
6. Ms. Pauline Joy Bicera - *absent*
7. Mr. Kurt John A. Gabuya

SECRETARIAT

1. Atty. Roni May L. Samarita
2. Ms. Maria Rudylyn A. Cebrero
3. Atty. Alyanna Louise B. Mendoza - *absent*
4. Atty. Ronald A. Ricablanca
5. Ms. Christine Jane E. Jimenez

BIDDERS

1. Ms. Maria Evangeline A. Baraquiel - *Ebizolution*
2. Mr. Hadrian Cruz - *Ebizolution*
3. Ms. Shen Cordova - *Ebizolution*
4. Ms. Nikki Brawner - *Beacon Solutions, Inc.*

CALL TO ORDER

The meeting for the Bid Opening for the **Procurement of Consulting Services of the System Development of Personal Property Security Registry (PPSR)** was convened by Atty. Teodoro L. Bonifacio, Jr. Special BAC – Chairperson. Five (5) out of five (5) BAC Members were present during the meeting, thereby constituting a quorum.

The bid opening started at 10:00 AM. Atty. Teodoro L. Bonifacio, Jr. acknowledged the presence of the bidders, Ms. Maria Evangeline A. Baraquiel, Mr. Hadrian Cruz and Ms. Shen Cordova from Ebizolution Inc.; Ms. Nikki Brawner from Beacon Solutions, Inc.

DISCUSSION

- The shortlisted candidates for the **Procurement of Consulting Services of the System Development of Personal Property Security Registry (PPSR)** are Ebizolution and Beacon Solutions, Inc. Ebizolution was able to submit their bid document however Beacon Solutions, Inc. did not submit any bid document for the Bid Opening.
- Atty. Villena and the TWG proceeded with the opening of the Technical Proposal of Ebizolution Inc. while the Financial Proposal remained **sealed**.
- The TWG reviewed the documents with the checklist provided below and the result of their assessment.


TECHNICAL COMPONENT

Action Points	Action Taken/ Discussion
TPF. 1 Technical Proposal Submission Form	Cover Letter of Technical Proposal - PASSED
TPF. 2 Consultant's Reference	A brief description of the organization and outline of recent experience of the Consultant and each partner and/or subconsultant on projects of a similar and related nature as required in form - PASSED
TPF. 3 Comments and Suggestions of Consultant on the Terms of Reference and on the Data, Services, and Facilities to be provided by the Procuring Entity	Comments, if any, on the TOR. - PASSED
TPF. 4 Description of the Methodology and Work Plan for Performing the Project	A concise, complete, and logical description of how the Consultant's team shall carry out the services to meet all the requirements of the TOR - PASSED
TPF. 5 Team Composition and Task	An organization chart of the key and support staff indicating their tasks and relationships amongst the Consultant and any partner and/or subconsultant, the Procuring Entity, the funding Source and the GoP, and other parties or stakeholders, if any involved in the project - PASSED
TPF. 6 Format of Curriculum Vitae (CV) for Proposed Professional Staff	(6) The name, age, nationality, background employment record, and professional experience of each nominated expert including ongoing projects with particular reference to the type of experience required for the tasks assigned should be presented in the CV format <i>Only one (1) duly notarized CV for each consultant involved in the project may be submitted for each position - PASSED</i>


TPF. 7 Time Schedule for Professional Personnel	(7) A Time Schedule indicating clearly the estimated duration in terms of person-months (shown separately for work in the field and in the home office) and the proposed timing of each input for each nominated expert, including domestic experts, if required, using the format shown - PASSED
TPF. 8 Activity (Work) Schedule	A work plan showing in graphical format (bar chart) the timing of major activities, anticipated coordination meetings, and deliverables, such as reports required under the TOR - PASSED
Bid Security	The bid security shall be limited to a Bid Securing Declaration or any of the following forms and amounts: 1. The amount of not less than Php 240,000.00 [2% of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or 2. The amount of not less than Php 600,000.00 [5% of ABC], if bid security is in Surety Bond. - PASSED
Omnibus Sworn Statement in accordance with Section 25.3 of the IRR of RA 9184 [Notarized]	Use the form prescribed in Section VII Bidding Forms - PASSED

- Atty. Samarita explained that after passing the preliminary evaluation, the bid document will be subject for detailed evaluation. After determining the highest bid, the LRA Special BAC will inform the bidder for the schedule of opening of the Financial Document and Negotiation Meeting.
- The meeting ended at 11:00 in the morning.

Prepared by:


Christine Jane E. Jimenez
Technical Assistant I

Reviewed by:


Atty. Roni May L. Samarita
Attorney II, OODA

Approved by:


Atty. Teodoro L. Bonifacio, Jr.
Chairperson, LRA-SPBAC