



**SPECIAL BIDS AND AWARDS COMMITTEE (BAC)**  
**MINUTES OF THE MEETING**

Pre-Bid Conference

**(Procurement of One (1) year Subscription of Cloud Service for the Personal Property Security Registry (PPSR) System for FY 2024)**

4<sup>th</sup> Floor, Conference Room  
28 November 2024 @ 2:00 PM

Attendees:

**BAC MEMBERS**

1. Atty. SALVALENTE THADDEUS B. ELIZALDE, *Chairperson*
2. Atty. RONALD A. RICABLANCA, *Vice Chairperson*
3. Atty. CHRISTIAN EMERSON V. GERMAN, *Member*
4. Atty. ROSEMARIE L. KHOLOMA, *Member*
5. Atty. PAOLO ERIC B. TAMAYO, *Member*

**TECHNICAL WORKING GROUP**

1. Mr. NESTOR I. MISALUCHA, *Head (via Zoom)*
2. Atty. JAYFERSON F. MEDRANO, *Assistant Head (via Zoom)*
3. Ms. CHRISTINA V. PAGTULINGAN, *Member*
4. Mr. KRISTIAN MALVIN B. SALCEDO, *Member*
5. Mr. ERIC JAY T. ILANO, *Member*

**SECRETARIAT**

1. Mr. ANTHONY BRANDON G. JUAN, *Assistant Head, Secretariat*
2. Mr. JUSTINE EDWARD H. HAPA, *Member*
3. Ms. BERNADETTE D. URAGA, *Member*
4. Ms. GRACE-ANN A. LICO, *Member*

**ABSENT/ON LEAVE**

1. Atty. ALYANNA LOUISE B. MENDOZA,
2. Ms. PAULINE JOY M. BICERA

**OBSERVERS**

1. None

**PROSPECTIVE BIDDERS**

1. Mr. JASON ESTRADA - Beacon Solutions Inc.
2. Ms. NIKKI BRAWNER - Beacon Solutions Inc.
3. Mr. BRYLLE RINZEL MANGULABNAN - Valueline Systems & Solutions Inc.
4. Ms. LOURDES RAYMUNDO - Valueline Systems & Solution Corp.
5. Mr. MICHAEL LEACHON - Ecloud Valley Philippines
6. Mr. JOSHUA HENDRICK TAN CHING - Remax International Inc.

Agendum	Discussion Points	Action Items
<p><b>Opening Remarks</b></p>	<p><b>1. Confirmation of Quorum</b></p> <ul style="list-style-type: none"> <li>● <b>Atty. Elizalde:</b> "Do we have a quorum?"</li> <li>● <b>Ms. Grace Lico:</b> "Yes, Sir, we have quorum."</li> </ul> <p><b>2. Welcome Remarks</b></p> <ul style="list-style-type: none"> <li>● <b>Atty. Elizalde:</b> <ul style="list-style-type: none"> <li>○ Welcomed the attendees and acknowledged their participation in the pre-bid conference.</li> <li>○ Introduced himself as the Chair of the Special Bids and Awards Committee (Special BAC).</li> <li>○ Turned over the proceedings to Mr. Anthony Brandon G. Juan.</li> </ul> </li> </ul> <p><b>3. Acknowledgment of Prospective Bidders</b></p> <ul style="list-style-type: none"> <li>● <b>Mr. Anthony Brandon G. Juan:</b> <ul style="list-style-type: none"> <li>○ Acknowledged and welcomed the prospective bidders:           <ul style="list-style-type: none"> <li>■ Beacon Solutions Inc., represented by Jason Estrada and Nikki Brawner.</li> <li>■ Valueline Systems and Solutions Inc., represented by Brylle Rinzel Mangulabnan and Lourdes Raymundo.</li> <li>■ Ecloud Valley Philippines, represented by Michael Leachon.</li> <li>■ Remax International Inc., represented by Joshua Hendrick Tan Ching.</li> </ul> </li> <li>○ Noted that invitations were sent to observers, including the Makati Business Club, Philippine Institute of Certified Public Accountants, and Commission on Audit, but none of the invitees attended.</li> <li>○ Confirmed the quorum with Ms. Bernadette Uraga.</li> </ul> </li> </ul>	

<p><b>Overview of the Project</b></p>	<p><b>4. Overview of the Project</b></p> <ul style="list-style-type: none"> <li>● <b>Mr. Juan:</b> <ul style="list-style-type: none"> <li>○ Provided an overview of the project:           <ul style="list-style-type: none"> <li>■ Project Title: Procurement of One-Year Subscription of Cloud Service for the Personal Property Security Registry System (FY 2024).</li> <li>■ Approved Budget for the Contract (ABC): PHP 10,000,000 for one year.</li> </ul> </li> <li>○ Mentioned the following:           <ul style="list-style-type: none"> <li>■ Posting of the project on the PhilGEPS website occurred on November 19, 2024, with official posting on November 20, 2024.</li> <li>■ The pre-bid conference was scheduled seven days after the official posting.</li> </ul> </li> </ul> </li> </ul> <p><b>5. Schedule of Activities</b></p> <ul style="list-style-type: none"> <li>● <b>Mr. Juan:</b> <ul style="list-style-type: none"> <li>○ Outlined the timeline for the bidding process:           <ul style="list-style-type: none"> <li>■ <b>Submission of Written Inquiries:</b> Until November 29, 2024, at noon. Inquiries must be sent to <a href="mailto:spbac.secretariat@lra.gov.ph">spbac.secretariat@lra.gov.ph</a>.</li> <li>■ <b>Response to Inquiries:</b> Official responses will be provided via a Supplemental Bid Bulletin on December 3, 2024.</li> <li>■ <b>Deadline for Submission of Bids:</b> December 10, 2024, at 1:00 PM.</li> <li>■ <b>Opening of Bids:</b> December 10, 2024, at 2:00 PM.</li> </ul> </li> <li>○ Clarified that the Zoom link for the bid opening would be internal and not accessible to bidders.</li> </ul> </li> </ul>	
<p><b>Discussion on Submission of Bids</b></p>	<p><b>6. Submission of Bids</b></p> <ul style="list-style-type: none"> <li>● <b>Ms. Grace Lico:</b> <ul style="list-style-type: none"> <li>○ <b>Manual Submission Requirements:</b> <ul style="list-style-type: none"> <li>■ Bidders are required to submit two components:               <ul style="list-style-type: none"> <li>■ Technical Component</li> <li>■ Financial Component</li> </ul> </li> </ul> </li> </ul> </li> </ul>	



	<ul style="list-style-type: none"> <li>■ Submission must include three envelopes: <ul style="list-style-type: none"> <li>■ Envelope 1: Copy Number 1 of the Technical and Financial Components</li> <li>■ Envelope 2: Copy Number 2 of the Technical and Financial Components</li> <li>■ Envelope 3: Both envelopes combined.</li> </ul> </li> <li>○ <b>Envelope Label Requirements:</b> <ul style="list-style-type: none"> <li>■ Name of the contract: <i>Procurement of One-Year Subscription of Cloud Service for Personal Property Security Registry System for FY 2024.</i></li> <li>■ Name and address of the bidder.</li> <li>■ Name of the procuring entity: <i>Land Registration Authority, East Avenue, Diliman, Quezon City.</i></li> <li>■ A label stating: <i>Do not open before December 10, 2024, 2:00 PM.</i></li> </ul> </li> <li>○ <b>Access to Bidding Documents:</b> <ul style="list-style-type: none"> <li>■ Available via a Google Drive link or the LRA website.</li> </ul> </li> <li>○ <b>Reminders:</b> <ul style="list-style-type: none"> <li>■ As per the IRR of RA 9184, only written queries will be entertained.</li> <li>■ Queries should be sent to <a href="mailto:spbac.secretariat@lra.gov.ph">spbac.secretariat@lra.gov.ph</a>.</li> </ul> </li> <li>○ <b>Purchase of Bidding Documents:</b> <ul style="list-style-type: none"> <li>■ Documents can be purchased at the LRA Building, East Avenue, Diliman, Quezon City.</li> <li>■ Available Monday to Friday during office hours at the One-Stop Shop.</li> </ul> </li> </ul>	
Open Forum	<p><b>Preliminary Questions</b></p> <ul style="list-style-type: none"> <li>● <b>Mr. Anthony Brandon G. Juan:</b> <ul style="list-style-type: none"> <li>○ Opened the floor for preliminary questions.</li> </ul> </li> </ul> <p><b>7. Question and Answer Session</b></p> <ul style="list-style-type: none"> <li>● <b>Joshua Hendrick Tan Ching (Remax International Inc.):</b> <ul style="list-style-type: none"> <li>○ <b>Question:</b></li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>■ Is a purchase form required to buy the bid documents?</li> <li>■ What is the process for payment?</li> <li>○ <b>Response (Atty. Ricablanca):</b> <ul style="list-style-type: none"> <li>■ An order of payment will be issued by the BAC Secretariat.</li> <li>■ The bidder will then proceed to the cashier to pay.</li> </ul> </li> <li>○ <b>Follow-up Question:</b> <ul style="list-style-type: none"> <li>■ Where can the order of payment be obtained?</li> </ul> </li> <li>○ <b>Response (Atty. Ricablanca):</b> <ul style="list-style-type: none"> <li>■ It can be obtained from the BAC Secretariat.</li> </ul> </li> </ul>	
<b>Project Background</b>	<p><b>Atty. Elizalde:</b></p> <ul style="list-style-type: none"> <li>● Provided context on the project: <ul style="list-style-type: none"> <li>○ The cloud service being procured will support the Personal Property Security Registry system.</li> <li>○ Explained the transition brought by the Personal Property Security Act, which replaced traditional chattel mortgages with security guarantees.</li> <li>○ Highlighted that the project focuses on the <b>registration</b> process, which ensures public notice that a personal property is encumbered.</li> <li>○ Emphasized the importance of registration as notice to the world regarding a security interest.</li> </ul> </li> </ul>	
<b>Closing Remarks</b>	<p><b>Atty. Elizalde:</b></p> <ul style="list-style-type: none"> <li>● Encouraged participants to send further queries to the provided email address.</li> <li>● Thanked everyone for attending the pre-bid conference.</li> <li>● Expressed hope for active participation in the bidding process.</li> </ul>	

Prepared by:

**Mr. JUSTIN EDWARD M. HAPA**  
Member, LRA SPBAC Secretariat

Reviewed by:

  
**Mr. ANTHONY BRANDON G. JUAN**  
*Assistant Head, LRA SPBAC Secretariat*

Approved by:

  
**Atty. SALVALENTE THADDEUS ELIZALDE**  
*Chairperson, LRA SPBAC Secretariat*