

**Republic of the Philippines  
Department of Foreign Affairs  
Bids and Awards Committee (BAC)**

**MINUTES OF THE MEETING**

**Procurement Project:** 2020 Local Healthcare Coverage  
**Activity Conducted:** Pre-Bid Conference  
**Date and Time:** 4 December 2019; 10:00 A.M.  
**Venue:** UA Conference Room, 12<sup>th</sup> Floor, DFA Main Bldg.

**I. ATTENDEES**

**BAC MEMBERS**

<b>Mr. Generoso D.G. Calonge</b>	Chairperson
<b>Ms. Jilliane Joyce R. De Dumo - Conrnista</b>	Member
<b>Mr. Glenn Joseph Q. Obach</b>	Member
<b>Ms. Jhullie Anne A. Beniahan</b>	End-User Representative (HRMO)

**TECHNICAL WORKING GROUP**

<b>Ms. Naimah Abdul Basit</b>	Member
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**BAC SECRETARIAT**

<b>Mr. Teddy Edmund T. Pavon</b>	Head
<b>Mr. Linoernbar D. Blanco</b>	Member
<b>Ms. Micaella J. Tobias</b>	Member

**BIDDER/S**

<b>Ms. Blessie Stuart</b>	Kaiser International Health Group
<b>Mr. Rodrigo Gernale</b>	Kaiser International Health Group
<b>Mr. Arnulfo Divina</b>	Cocolife
<b>Mr. Jefferson Calipjo</b>	Cocolife
<b>Ms. Alelie Acebuche</b>	Cocolife
<b>Ms. Ritz Ignacio</b>	Cocolife

**II. CALL TO ORDER**

The meeting was called to order at 10:10 a.m. upon confirmation of a quorum by the BAC Secretariat.

**III. POINTS DISCUSSED / ACTIONS TAKEN**

- The Chairperson introduced the attendees and two (2) potential bidders namely, Kaiser International Health Group and Cocolife.
- The Committee went through the Terms of Reference (ToR) for the Procurement of 2020 Local Healthcare Coverage with an Approved Budget for the Contract (ABC) of One Hundred Fifty Million Pesos (PhP 150,000,000.00) only.
- The Committee will consider the following changes by the bidders for Supplemental:
  - Item IX(a): Cocolife recommends that if the winning bidder remains the same as the current Contractor, which is Cocolife, the issuance of new

membership cards to members may be revoked since the current card does not specify the validity date of the membership. Only new members will be issued new cards

- The End-User clarified that new cards are needed to be able to distinguish members. There were instances that former members were able to use their membership by simply presenting their cards which does not include the coverage of the contract.
- The Chairperson recommended the use of stickers instead if issuance of new cards.
- Item IX(c): Kaiser International Health Group recommends to change *consultation* to *verification*
- Item IX(d): Kaiser International Health Group asks for clarification regarding the online facility
  - The End-User clarified that if there are no available agents, the members can still go to the hospital for their consultation by accessing the online facility without prior verification from the Provider.
- Annex E: Cocolife noted that the number of members rose to more than twenty percent (20%) from the previous year yet still have the same ABC. The End-User informed that they have hired a Highly Technical Consultant (HTC) for the procurement and base on their findings, the ABC is sufficient to cover the increase in members.
- Kaiser International Health Group asked to committee to consider changing one of the required eligibility documents, the Single Largest Completed Contract (SLCC), from one (1) contract to two (2) contracts that equates to fifty percent (50%) of the ABC.
- The Committee clarified that a different format shown to the bidders is the preferred format for the submission of bids.
- A Supplemental/Bid Bulletin will be posted to reflect changes in the Bidding Documents.
- The schedule of activities will be as follows:
  - Submission and Receipt of Bids – 17 December 2019. 12:00 p.m.
  - Bid Opening – 17 December 2019, 2:00 p.m.
  - Post-Qualification – 20 December 2019, 10:00 a.m.

#### **IV. ADJOURNMENT**

There having been no other remaining matters to be discussed, the Chairperson thanked everyone and adjourned the meeting at 11:16 a.m.

Minutes taker: **Ms. Micaella J. Tobias**  
**BAC Member**

Noted by: **Mr. Teddy Edmund T. Pavon**  
**BAC Secretariat Head**