

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

MINUTES OF THE MEETING

Procurement Project: Local Health Coverage for April to December 2021
Activity Conducted: Pre-Bid Conference
Date and Time: 01 February 2021; 2:30 P.M.
Venue: Via Online Video Conference

I. ATTENDEES

BAC MEMBERS

Mr. Emmanuel R. Fernandez	Vice-Chairperson
Ms. Monika Camille B. Limpo	Member
Mr. Alan Roi Q. Gabriola	Member
Ms. Janina Lourdes Bustos-Borromeo	Alternate Member
Ms. Ana Clariza Briones	Alternate Member
Ms. Dana Michelle C. Del Rosario	Alternate Member
Mr. Antonio Morales	End-user Representative (HRMO)
Mr. Mersole Mellejor	End-User Representative (HRMO)

TECHNICAL WORKING GROUP

Mr. Alvin C. Malasig	Member
Mr. Teddy Edmund T. Pavon	Member
Ms. Natividad M. Vizcarra	Member
Ms. Yvonne Andrea D. Gabon	Member
Mr. Randy B. Arquiza	Adviser

BAC SECRETARIAT

Mr. Alvin C. Malasig	Head
Mr. Teddy Edmund T. Pavon	Principal Assistant
Mr. Linoernbar D. Blanco	Member
Ms. Micaella J. Tobias	Member

BIDDER

Ms. Leah Uy-Yulo	Kaiser International Healthgroup, Inc.
Ms. Joyceanne Bird	Generali Life Assurance Philippines, Inc.
Mr. Arnulfo H. Divina	Coconut Planters Life Assurance Corporation (Cocolife)

II. CALL TO ORDER

The meeting was called to order at 2:36 a.m. upon confirmation of the existence of a quorum by the BAC Secretariat.

III. POINTS DISCUSSED / ACTIONS TAKEN

- The Committee went through the Terms of Reference (TOR) for the Procurement of Local Healthcare Coverage for April to December 2021 with the Approved Budget for the Contract (ABC) of One Hundred Fifty Million Pesos (150,000,000.00) only.
- The Secretariat introduced three (3) prospective bidders who attended the Pre-Bid Conference, via online video conference, namely, Kaiser International Healthgroup, Inc., Generali Life Assurance Philippines, Inc. and Coconut Planters Life Assurance Corporation (Cocolife).
- The following has been discussed during the conference:
 - In previous years, submission of MOAs between the provider and its partner hospitals was not necessary. The list of hospitals listed in the Technical Specification is not exhaustive but an existing partnership with the hospitals mentioned is required. Prospective bidders are also expected to have accredited hospitals in places with consular offices.
 - On members' ID numbers, per information received by HRMO from Department's Legal Office, the member ID number is not considered apparent identification and may be included in the report. The limitations under the Data Privacy Act only applies to an unauthorized third party.
 - Cocolife raised its concerns regarding the local availability and cost of COVID-19 vaccines.
 - The Vice Chairperson stated that the prices of most of the vaccines available in the market have already been published. These can be used as basis for a cost estimate. The Vice Chair also emphasized the importance of COVID19 vaccine.
 - As regards other vaccines to be covered, those included in the 2020 plan should be retained.
 - Cocolife requested for a Supplemental/Bid Bulletin clarifying that the vaccines shall only include the influenza and pneumonia vaccines, as in the 2020 contract. The End-User reiterated that COVID19 vaccine is to be included.
 - Kaiser sought clarification regarding the distinction between Financial Assistance and Life Insurance. Its representative admitted that it cannot provide the latter.
 - Cocolife and Kaiser shared their respective views on the difference between life insurance and financial assistance.
 - Kaiser requested that the TOR be reworded to reflect the clarification.
 - The End-User said further that the Department intended to encourage all eligible companies to participate in the bidding process.
 - Kaiser requested for demographic and utilization data for 2020.
 - The End-User stated that Department employees and their spouses are to be covered regardless of age. It was noted that there are senior officials who are already above 65 years old.
 - As of January 2021, the employees to be covered by the local healthcare plan 1,961 principal members and 2,188 dependents, for a total of 4,149 individuals. Demographic data to be shared with prospective bidders.

- Cocolife also provided the following figures on enrolled members:
Single: 1,039; Duo: 321; and Group: 656.
- The Committee reminded the prospective bidders of the following:
 - Documents requiring notarization should be properly notarized with a Government-issued identification card presented as proof of identity.
 - Bid fee shall be paid before the submission of bids.
 - Changes and added provisions on the Technical Specification will be posted in a Supplemental/Bid Bulletin.
 - Date and time of the deadline of submission and opening of bids.

IV. ADJOURNMENT

The meeting was adjourned at 4:00 p.m.

Minutes taker:


Ms. Micaella J. Tobias
BAC Secretariat Member

Noted by:


Mr. Alvin C. Malasig
BAC Secretariat Head