





	PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES Control of Records Quality Form HIGHLIGHTS OF THE MEETING	PCAF-QP03-F03 Version 2
		BAC-HoM-2024-067
		<i>Reference Number</i>
		<i>Date:</i> 12/2/2024

Title of Meeting:	Opening and Bid Evaluation of One (1) Lot Supply and Delivery of Meals for Various Meetings and Activities of PCAF for January to December 2025										
Date & Time:	November 29, 2024, 2024/10:00 AM										
Venue:	Apacible B Conference Room										
No. of Participants:	9										
Sex Ratio:	<input type="text" value="5"/> Male <input type="text" value="4"/> Female										
Classification of Participants (No.):	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="text" value="8"/> Government</td> <td style="width: 50%; border: none;"><input type="text" value="1"/> Private Sector</td> </tr> <tr> <td style="border: none;">___ Academe</td> <td style="border: none;">___ Academe</td> </tr> <tr> <td style="border: none;">___ PWD</td> <td style="border: none;">___ PWD</td> </tr> <tr> <td style="border: none;">___ Senior Citizen</td> <td style="border: none;">___ Senior Citizen</td> </tr> <tr> <td style="border: none;">___ Indigenous People</td> <td style="border: none;">___ Indigenous People</td> </tr> </table>	<input type="text" value="8"/> Government	<input type="text" value="1"/> Private Sector	___ Academe	___ Academe	___ PWD	___ PWD	___ Senior Citizen	___ Senior Citizen	___ Indigenous People	___ Indigenous People
<input type="text" value="8"/> Government	<input type="text" value="1"/> Private Sector										
___ Academe	___ Academe										
___ PWD	___ PWD										
___ Senior Citizen	___ Senior Citizen										
___ Indigenous People	___ Indigenous People										

Agenda/ Issues/Concerns	Agreements/ Actions to be taken	Responsible Agency/Unit	Timeline
I. Call to Order	The meeting was called to order at 10:00 AM by the BAC Chairperson, Ms. Melinda T. Quiñones, for the Opening of Bids for the Procurement of One (1) Lot Supply and Delivery of Meals for Various Meetings and Activities of PCAF for January to December 2025 - ITB No. 2024-003 with the Approved Budget for the Contract (ABC) amounting to Php 6,110,350.00.		
I. Attendees Prospective Bidders General Manager: Company: BAC Chairperson: Regular Member: Regular Member: BAC Secretariat Head: Member: Member: End-User Staff, OED Observer Representative, PCAFEA	<ul style="list-style-type: none"> ● Ms. Pauline Joyce O. Javier NAFC-DA Multi-Purpose Cooperative (NADAMCO) ● Ms. Melinda T. Quiñones ● Ms. Catherine A. Viray ● Mr. Alvin D. Racho ● Mr. Ken Ryan P. Eleazar ● Mr. Sonny A. Chua Jr. ● Ms. Anna Mariel D.C. Aque ● Mr. Junry Danila ● Mr. Nicky Joseph R. Yagumyum 		

II. Topics Discussed									
A. Submission of the Bidding Documents	NAFC-DA Multi-Purpose Cooperative (NADAMCO) submitted bids for the Procurement of One (1) Lot Supply and Delivery of Meals for Various Meetings and Activities of PCAF for January to December 2025. They submitted one (1) original copy and one (1) photocopy of the bid through the BAC Secretariat on the set deadline.								
B. Checking the Technical and Financial Documents	<p>The BAC conducted the opening of bids for the procurement of one (1) lot supply and delivery of meals for various meetings and activities of PCAF for January to December 2025.</p> <p>The NAFC-DA Multi-Purpose Cooperative (NADAMCO) submitted their bid on November 25, 2024 at 1:14PM.</p> <p>The BAC opened the submitted bid and found the legal/technical and financial documents in order. Using a non-discretionary "pass/fail" criterion and guided by a checklist, all the required documents are present in the submitted legal/technical and financial bids.</p> <p>After determining compliance with technical and financial requirements, the bid procedure continued to open the second envelope containing the financial offering. Below is the financial bid of the bidder:</p> <table border="1" data-bbox="477 1280 1003 1515"> <thead> <tr> <th>Name of Bidder</th> <th>Bid Offer</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>NAFC-DA Multi-Purpose Cooperative (NADAMCO)</td> <td>P6,011,100.00</td> <td>The bid is less than the ABC</td> </tr> </tbody> </table> <p>The BAC declared NAFC-DA Multi-Purpose Cooperative (NADAMCO) as the Lowest Calculated Bidder for this procurement activity with a bid offer of P6,011,100.00.</p> <p>To be forwarded to BAC-TWG for Food and Accommodation for post qualifications.</p>	Name of Bidder	Bid Offer	Remarks	NAFC-DA Multi-Purpose Cooperative (NADAMCO)	P6,011,100.00	The bid is less than the ABC	BAC-TWG F&A	December 4, 2024
Name of Bidder	Bid Offer	Remarks							
NAFC-DA Multi-Purpose Cooperative (NADAMCO)	P6,011,100.00	The bid is less than the ABC							
III. Adjournment	The meeting was adjourned at 11:00 AM.								



Date prepared: December 2, 2024	
Prepared by:	Approved by:
 KEN RYAN P. ELEAZAR Head, BAC Secretariat	 MELINDA T. QUIÑONES BAC Chairperson
Recommending Approval by:	
 CATHERINE A. VIRAY BAC Member  ALVIN D. RACHO BAC Member	

