



Republic of the Philippines
GOVERNMENT SERVICE INSURANCE SYSTEM
Financial Center, Pasay City
7976-4961/7976-4945
www.gsis.gov.ph
GBAC_Secretariat@gsis.gov.ph

MINUTES OF PRE-BID CONFERENCE

01 December 2020

GBAC Conference Room, Level 2 Core G

GSIS Headquarters Building and Via Zoom

Project Name: **Reinsurance of the Industrial All Risk Insurance of the National
Kidney Transplant Institute**

Present were:

GSIS INSURANCE BIDS AND AWARDS COMMITTEE

SVP Eduardo V. Fernandez	Chairperson
VP Joseph Philip T. Andres	Vice Chairperson
Mgr. Reynald A. Rey	Member
Mgr. Rico A. Abarintos	Member
Mgr. Nelo B. Gellaco	Member

END-USER UNIT / TWG

Atty. John Andrew R. Salazar	TWG Head
Ms. Lorena I. Cestina	TWG Member
Ms. Aurita G. Reyes	TWG Member
Mr. Marc Vincent B. Trinidad	TWG Member
Ms. Edna M. Delos Santos	TWG Member
VP Leopoldo A. Casio	OIC-SVP, Insurance Group
Mgr. Emerita G. Esteban	OIC-VP, MUCO
Mgr. Analiza L. Acosta-Dofitas	Reinsurance Department
Ms. Ma. Vanessa Joy L. Go	Reinsurance Department
Ms. Sarah Elise B. Aquino	Reinsurance Department
Ms. Pauline Antonette V. Paron	Reinsurance Department
Mgr. Francisco G. Cielo, Jr.	Underwriting Department
Ms. Shiela S. Rivera	Underwriting Department
Mr. Michael Antonio B. Guillermo	Underwriting Department
Mgr. Maria Rosanna A. Sanchez	Marketing Department
Mr. Tristan H. Hernandez	Marketing Department
Ms. Filipina A. Borreta	Marketing Department
Mr. Roman M. Villanueva	Marketing Department
Mr. Marco Apollo C. Antonio	Marketing Department

GBAC SECRETARIAT

Atty. Allan Dexter P. Macaraig	Head
Mr. Patrick O. Gonzales	Senior Project Coordinator
Mr. Ernie M. Gamad	Member

INTERESTED BIDDER/S

Mr. Jose Publico	Malayan Insurance Co., Inc.
Ms. Victoria Reyes	Malayan Insurance Co., Inc.
Ms. Lheslie Hernandez	Malayan Insurance Co., Inc.

Ms. Mary Grace Taburada
Mr. Eudan Bantola
Mr. John Chua
Mr. Joel Belardo
Ms. Angel Lorenzo
Mr. Jose T. Vallejos
Mr. Justice Aspiras
Ms. Marisa Evangelista

Malayan Insurance Co., Inc.
National Reinsurance Corporation
National Reinsurance Corporation
PGA Sampo Insurance Corporation
UCPB General Insurance Company, Inc.
Stronghold Insurance Company Inc.
Stronghold Insurance Company Inc.
Travellers Insurance & Surety Corporation

OBSERVER/S

Ms. Joy Sande	IASO
Mr. Patrick Dahipon	IASO
Mr. Joey Monteclaro	PIRA

(Note: Notice of Meeting was also sent to and duly received by observers, *i.e.*, Commission on Audit, Transparency Accountability Network, Procurement Watch, Inc., Philippine Chamber of Commerce and Industry, and Department of Trade and Industry. However, none attended the Pre-Bid Conference dated 01 December 2020.)

The Pre-Bid Conference for the Project *Reinsurance of the Industrial All Risk Insurance of the National Kidney Transplant Institute* was called to order at 10:00AM and was presided by SVP Eduardo V. Fernandez, Chairperson, GSIS Insurance Bids and Awards Committee (GIBAC).

A. Business Matters

1. Presentation and discussion of Eligibility, Technical, Financial and Post-Qualification Requirements, Schedule of Requirements, Technical Specifications/Policy Wordings, Underwriting Information and Bidding Forms.
2. The Project has an approved budget of Php1,390,402.60.

B. Discussion

1. The GBAC Secretariat noted that there is a quorum to proceed with the business.
2. During the Pre-Bid Conference, the GBAC Secretariat presented the following to the bidders:
 - a. Eligibility, Technical and Financial Documents to be submitted during the Opening of Bids;
 - b. Schedule of Requirements, Technical Specifications/Policy Wordings and underwriting information (Certificate of No Loss and Property Risk Improvement Report);
 - c. Post-Qualification Documents;
 - d. Guide on the proper sealing and marking of bids; and
 - e. Instructions on the Electronic Submission, Receipt and Opening of Bids.
3. The bidders were further informed regarding the documentary requirements found under *Section II. Instructions to Bidders*. It was also emphasized that it is the bidder's

responsibility to review the entire Bidding Documents and that the procuring entity incurs no liability should the bidder misinterpret or misread any of the provisions thereof.

4. The bidders were advised that they have until 04 December 2020 to submit to the GBAC Secretariat additional queries regarding the Project. All email queries will be acknowledged. However, only queries of bidders who purchased the Bidding Documents will be answered.
5. All amendments to the Bidding Documents and responses to the bidders' queries shall be issued through a bid bulletin, which will be posted on PhilGEPS and GSIS' websites and bulletin board for seven (7) consecutive days before the scheduled Bid Submission and Bid Opening.
6. The GBAC Secretariat reminded the bidders that bids must be delivered to the GBAC Secretariat, Level 2 Core G, GSIS Central Office, Financial Center, Pasay City on or before 14 December 2020, 09:00AM.

Bids may also be submitted electronically on or before the said date and time. Instructions on the Electronic Submission, Receipt and Opening of Bids are stated in **Annex A** of the Bidding Documents.

Bid Opening will be on 14 December 2020, starting 09:30AM.

7. It is the responsibility of the bidders to ensure that their bids are submitted and received on time. Late bids shall not be accepted/considered.

Prepared by:

(Original Signed)
MR. PATRICK O. GONZALES
Senior Project Coordinator
GBAC Secretariat

Concurred by:

(Original Signed)
SVP EDUARDO V. FERNANDEZ
Chairperson, GIBAC

Date Signed :04 December 2020