

Republic of the Philippines  
OVERSEAS WORKERS WELFARE ADMINISTRATION

**BIDS AND AWARDS COMMITTEE**  
**Pre-Bid Conference on Bidding for Subscription of 100 Mbps Dedicated Internet Connection**  
**Services to the OWWA Central Office for CY 2019**

**MINUTES OF THE MEETING**

5<sup>th</sup> Floor, Rm. 503 Office of the Deputy Administrator for Administrative and Fund Management  
November 27, 2018

**I. Attendance**

Present: DA Josefino I. Torres - Chairperson  
Mr. Herminigildo D. Mendoza - Regular Member  
Mr. Rosanna G. Siray - Provisional Member  
Mr. Joseph John Q. Padilla - TWG  
Mr. Alex T. Gelloano - TWG  
Dir. Cristina Quismundo - Regular TWG

**Secretariat:**

Mr. Ronald A. Mina - Head, BAC Secretariat  
Ms. Nimfa C. Unica - BAC Secretariat  
Mr. Juan M. Parco, Jr. - BAC Secretariat  
Ms. Jenny-Vi A. Boctoy - PPMD Staff  
Mr. Jose Ariel A. Marcos - PPMD Staff  
Ms. Marian Gabrielle F. Pizarra - PPMD Staff

**Bidders:**

Mr. Jetro Isidro - Wificity, Inc.  
Ms. Lea Isabelle Monzon - Philippine Global Communications  
Inc. (PHILCOM)  
Ms. Alou Manahan - Philippine Global Communications  
Inc. (PHILCOM)  
Mr. Simmon San Juan - Philippine Global Communications  
Inc. (PHILCOM)  
Mr. Carlo Magno - Eastern Communication  
Ms. Christine Calina - Eastern Telecom  
Mr. Edison Santayama - Eastern Telecom  
Ms. Vanessa Ylagan - Now Corporation  
Ms. Grace D. Reyes - COA Observer

Absent: Dir. Emma V. Sinclair - Vice Chairperson  
Atty. Robert R. Chuan - Regular Member  
Mr. Martel R. Dasayon - Regular TWG

**II. Call to Order**

There being a quorum, the Chairperson, Josefino I. Torres presided/called the meeting to order at 10:45 a.m.

**III. Highlights of the Meeting**

1. Representatives from Wificity, Inc., Philippine Global Communications Inc. (PHILCOM), Eastern Communication, Eastern Telecom, and Now Corporation

attended the pre-bid conference for the Bidding for Subscription of 100 Mbps Dedicated Internet Connection Services to the OWWA Central Office for CY 2019.

2. The BAC Secretariat led the presentation of the pre-bid orientation, and then the group proceeded with the open forum.

3. Some issues/clarifications discussed:

- Ms. Christine Calina of Eastern Telecom raised the following concerns:

*Technical Specifications*

- Latency

- In p. 69, it was stated that the requirement is not more than 80 milliseconds and not more than 200 milliseconds. However, in p. 71, it was stated that the requirement is not more than 60 milliseconds and not more than 150 milliseconds.

- Mr. Carlo Magno of Eastern Communication raised the following concerns:

*Terms of Reference*

- If there is a requirement of two (2) leg of wires, since based on the TOR, it was stated that it was a single leg of wires. And if they can test upon acceptance, and do an ocular inspection on where the wire will pass.

*Technical Requirements*

- Free Mail Hosting – if they need to issue new accounts for the requirement of at least 300 users of Office 365.
- Setup a Dedicated Direct Internet Connection at OWWA Central – direct internet is 100 mbps. It should be burstable to 120 mbps on testing only.

- Mr. Edison Santayama of Eastern Telecom raised the following concerns:

*Duties and Responsibilities of the Internet Service Provider (ISP)*

- Testing Period Item b.7 – how long is the range of the Bit Error (BER) Test.

- The BAC and TWG clarified the raised concerns as follows:

- Mr. Joseph Padilla of the TWG said that the bidder should follow the latency requirement in the technical specifications of not more than 80 milliseconds and not more than 200 milliseconds.
- The requirement of two (2) leg of wires can be used if possible, and the bidder is allowed to do testing and ocular inspection.
- The bidder would use a continued subscription for the Office 365 accounts.
- The 100 Mbps to 120 Mbps burst is for testing.
- There is no need for the Bit Error Test to have a long duration. One (1) hour is fine for the duration.

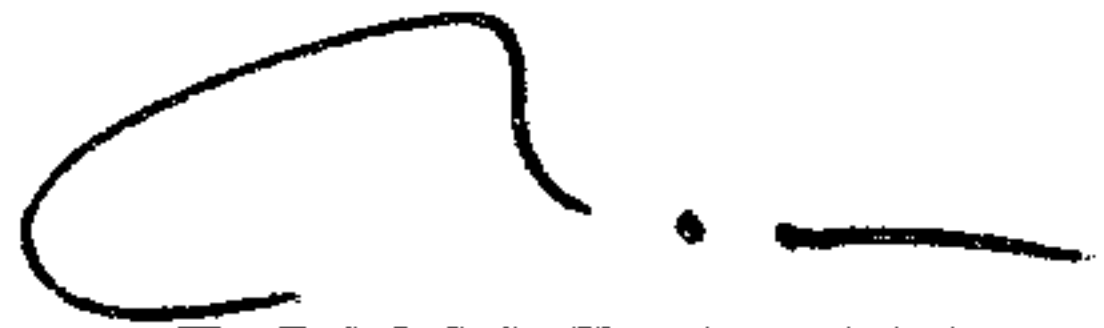
4. The Chairperson reiterated the schedule of bid opening and the deadline of submission on December 10, 2018 at 10:00 a.m at the Office of the Deputy Administrator for Administrative and Fund Management, Rm. 503, 5th Floor, OWWA Building, Pasay City.

**IV. Adjournment**

There being no other matters to discuss, the Chairperson adjourned the meeting at 11:18 a.m.

Prepared by:

Approved by:



**RONALD A. MINA**  
Head, BAC Secretariat



**JOSEFINO I. TORRES**  
BAC Chairperson

