



**MINUTES OF THE MEETING**

**Title/Description:**

Post-Qualification Conference for the Procurement of Various Supplies and Materials for the 2022 Census of Agriculture and Fisheries (2022 CAF) Household and Barangay Interviews Field Operation and Data Processing

<b>Date:</b>	<b>Time Started:</b>	<b>Time Adjourned:</b>	<b>Venue</b>
25 July 2023	1:00 PM	4:00 PM	PSA-RSSO X Conference Room, CDOC

**Meeting President:**

Brenda Lynn M. Castro – Vice Chairperson, ROBAC

**Meeting Attended by:**

1. Jocelyn G. Padayhag – Member, ROBAC
2. Virgilio A. Item Jr. – Member, ROBAC
3. Genelyn B. Laspobres– Head, ROBAC Secretariat
4. Margie Mae L. Pino – Member, ROBAC Secretariat
5. Jiesa Faith M. Quinalagan – Member, ROBAC Secretariat
6. Mary Che D. Vitor – End-User
7. Jucris S. Emano – TWG Member
8. Aldemar A. Lagarbe - TWG Member

**Observers:**

1. None

**Prospective Bidders:**

1. DJoshua Gian Jairus S. Tuazon – Mitsui Trading Phils. LTD. Co.
2. Shane (Representative) – AVECILLA Trading (via online)  
 Allysa Marie Rivera (Representative) – AVECILLA Trading

**Absent from meeting:**

1. Sarah B. Balagbis – On official travel
2. Jessie C. Luperte – In a separate meeting
3. Cristine T. Gallopin – On official travel
3. Mark Louis D. Sajulan – On official travel

**Highlights:**

**Call to Order  
 Roll Call**

The Post-Qualification Conference for the Procurement of Various Supplies and Materials for the 2022 Census of Agriculture and Fisheries (2022 CAF) Household and Barangay Interviews Field Operation and Data Processing was conducted at PSA-RSSO X Conference Room. Upon declaration of a quorum, the Vice Chairperson, Ms. Brenda Lynn M. Castro called the meeting to order at 01:00 P.M. of 25 July 2023.

The ROBAC, Vice Chairperson acknowledged the presence of the bidder with the lowest calculated bid.

**Post-Qualification Conference for the Procurement of Various Supplies and Materials for the 2022 Census of Agriculture and Fisheries (2022 CAF) Household and Barangay Interviews Field Operation and Data Processing**

After the roll call of the attendance, the members of the Technical Working Group proceeded with the checking of the original documents presented by Mitsui Trading Phils. LTD. Co. and AVECILLA Trading which was duly verified.

The validation of compliance of the specification of goods offered proceeded with the participation of the ROBAC Members.





**Agreements:**

The following were the agreements made by the ROBAC and Mr. DJoshua Gian Jairus S. Tuazon of Mitsui Trading Phils. LTD. Co. on the specifications of goods.

DESCRIPTION	AGREEMENTS
1. LOT 4 - Customized Umbrella	The supplier offered 12 panels instead of 8 panels.
2. LOT 9 - Customized Bags	The ROBAC and Mr. DJoshua Gian Jairus S. Tuazon agreed that the PSA and CAF logos should be aligned and in 2x2 size.
3. LOT 4 - Customized Raincoats	The ROBAC and Mr. Tuazon agreed that the printed logo must be 6 inches from the shoulder.





The following were the agreements made by the ROBAC and the Representative of Avecilla Trading Ms. Shane, on the specifications of goods.

DESCRIPTION	AGREEMENTS
1. LOT 1 - ID Jacket	The ROBAC choses the ID Jacket with ziplock as presented.
2. LOT 2 - Customized Polo Shirt	The Avecilla Trading will provide thicker cloth of the polo shirt and a thicker material for support of the collar.
3. LOT 2 - Customized Jacket	The ROBAC reiterated the specifications on the customized Jacket shoe should be water-resistant. The representative of Avecilla Trading agreed on the provision of water repellent jacket.
4. LOT 3 - Customized hat/cap	The Avecilla Trading will provide a sample item with the printed logo on both sides of the hat/cap on 29 July 2023, Saturday.
5. LOT 3 - Customized Pair of Arm Sleeves	The ROBAC Secretariat will provide a high-quality resolution for the logo as requested by Avecilla Trading.  The Avecilla Trading will provide another sample item with print and in 17.7 or 18 inches in length for the pair of arm sleeves

The Avecilla Trading will deliver all the sample items for Lots 1, 2 and 3 with print for the presented items and also for the items not presented such as ID Lace, Clipboard and Facemask on 29 July 2023.

**Delivery:**

ROBAC Vice-Chairperson made it clear that the specifications presented in the supplier's bid docs, including the agreements made during post-qualification, are the ones to be validated and verified during the inspection.

**Prepared by:**

**JIESA FAITH M. QUINALAGAN**  
Member, ROBAC Secretariat





REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**  
REGION X – NORTHERN MINDANAO

*Minutes of the Meeting*

**Reviewed by:**

**GENELYN B. LASPOOBRES**  
*Head, ROBAC Secretariat*

**Approved by:**

**BRENDA LYNN M. CASTRO**  
*Vice-Chairperson, ROBAC & Presiding Officer*



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