

**Minutes of the Regular BAC Meeting & Pre-Procurement Conference**  
August 28, 2019, 1:30pm, Café 1475, PHC

BAC Meeting:58.2019)

**I. Attendance:**

The meeting was participated by members of the BAC, TWG and its Secretariat as follows:

<b>Chairperson</b> : Gilbert C. Vilela, MD -	<b>TWG Members</b>
<b>Vice-Chairperson:</b> Vianelly Berwyn F. Flores, MD – absent	<b>Chairperson</b> : Albert S. Jimenez, II
<b>Members</b> : Engr. Reginald C. Vestidas - absent	<b>Vice Chair</b> : Daisy U. Algenio, RN
: Francis Cyril H. De Guzman	<b>Members</b> : Rex B. Garde
: Archt. Rogelio D. Caringal	Engr. Jose Barsaga - absent
: Edgardo Mendoza, Jr., RN	Angelita Novela - absent
 <b>Product Standards</b>	 <b>Secretariat</b> : Jeanette Z. Burillo
1. Renato Pacis, MD	: Rachelle H. Cortez
2. Felicidad Romero, RN	
3. Grace A. Kayanan, RN	

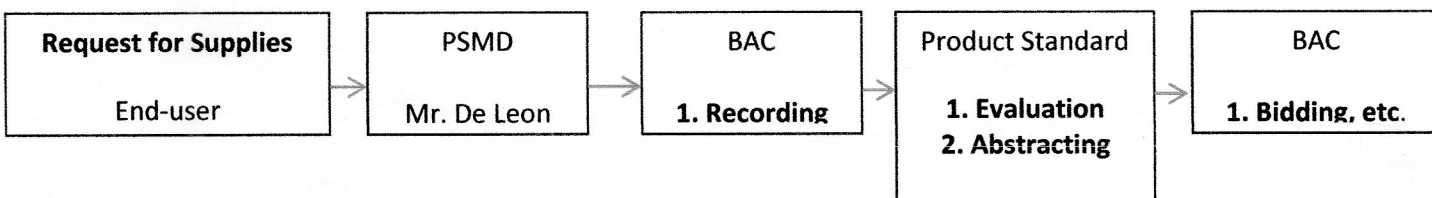
**I.1. Call to Order**

I.1.1. The meeting was called to order at 2:05pm, presided by Gilbert C. Vilela, MD.

**II. Agenda:**

PROJECT TITLE	CLARIFICATIONS/MODIFICATIONS/REMARKS
1. Medical Supplies for CY2020 End-User: ABC =	- See MOM below

- 2.1. Acknowledged the presence of Dr. Renato Pacis and Felicidad Romero and Dr. Vilela reiterated for their presence especially during Pre Procurement of Medical Supplies.
- 2.2. Further reiteration of disqualifying the use of terms for supplies such as PREMIUM and USUAL and specifying brands names; rather use what is the STANDARD with the assistance of the Product Standard Committee representatives.
- 2.3. Dr. Pacis stated that in every product, it should always be EVALUATED and that he said he made a format for such evaluation.
- 2.4. Dr. Vilela recognized Mr. De Leon as the end-user since he has the knowledge of all the items and quantities needed by each Unit working hand in hand with the Product Standard Committee.
- 2.5. Process flow

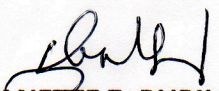


- 2.6. Product Standard will issue certification thru BAC, certifying that certain product/s have been evaluated. Certificate will be provided by the Product Standard Committee forwarded to the BAC Secretariat then to furnish the Area Coordinator, Procurement Division, Supplier and End-user.
- All materials being used from sometime by each Unit with no complaints shall be considered and presumed **EVALUATED and ACCEPTABLE**.
- 2.6.1. Dr. Vilela suggested to the body to request the End-users to submit an EVALUATION to certain supplies being utilized either with complain or accepted supplies. Product Standard to come up with the request.
3. ABSTRACTING – TWG thru Mr. Albert Jimenez and Edgardo Mendoza signifies that brands should be indicated on the abstract while those that is for publication will not bear product brands. This proposal was agreed by the body.
4. Products particularly used by either OR or WARD shall be classified to its End-User, Mr. De Leon suggested and was agreed. (Labelled as: OR USE and WARD USE).
5. As suggested by Dr. Pacis, to request End-users to come up with a checklist of supplies used to be submitted to the PS following their evaluation indicators. The checklist will be forwarded to PSMD for enumerating the quantity.
6. Presentation of ABSRACT should be in alphabetical order to avoid duplication, *will finalize once list of items are forwarded to PS – will discuss next meeting*.
7. With supply buffer in preparation for the 75 bed capacity increase, as stressed by Ms. Kayanan in response to Mr. Mendoza's inquiry with regards to number of supplies.


### III. Other Matters

1. Routing Slip – cancellation of bidding for the Project: Conversion of former Renal and Metabolic Division into CSS, Renovation of Existing CSS and Expansion of Pharmacy and Mortuary. The Project execution will be through contract by the administration. – **CANCEL as per Dr. Vilela**
2. Change the Project title of 1-Lot Conversion of Steel Truss Roof Framing and Long Span Pre-painted Roofing into Deck Slab for the Provision of Roof Deck Garden with Connecting Bridge (5<sup>th</sup> Floor Connecting Bridge) to – **1 Lot Construction of Connecting Bridge with Access from 5<sup>th</sup> Floor Level to Medical Arts Building (MAB).**
3. Meeting adjourned: 3:25pm.

Prepared by:



  
**JEANETTE Z. BURILLO, RL**  
Chairperson, BAC Secretariat

Approved by:

  
**GILBERT C. VILELA, MD**  
Chairperson, BAC for Pharma Supplies & Med Equipment

# REGULAR BAC MEETING AND PRE-PROCUREMENT CONFERENCE

August 28, 2019, 1:30am, Café 1475, PHC

	BAC Members	Signature
1	GILBERT C. VILELA, MD	
2	VIANELLY BERWYN F. FLORES, MD	
3	ENGR. REGINALD C. VESTIDAS	Absent
4	FRANCIS CYRIL H. DE GUZMAN	
5	ARCHT. ROGELIO D. CARINGAL	
6	EDGARDO MENDOZA, JR., RN	
	<b>TWG Members</b>	
7	ALBERT S. JIMENEZ, II	
8	DAISY U. ALGENIO, RN	
9	REX B. GARDE	
10	ENGR. JOSE BARSAGA	Absent
11	ANGELITTA NOVELA	Absent
	BAC Secretariat	
12	JEANETTE Z. BURILLO	
13	RACHELLE M. CORTEZ	