

DEPARTMENT OF ENERGY
DOE Main Bldg., Energy Center,
Rizal Drive, Bonifacio Global City, Taguig City

BIDS AND AWARDS COMMITTEE
MINUTES OF THE MEETING
16th PB CY 2026 – Pre-Bid Conference
Venue: DOE-EUMB Conference Hall
Date: 16 July 2026
Day: Thursday
Time: 11:02 AM

I. CALL TO ORDER

The Secretariat checked the attendance and declared a quorum with the following BAC Members in attendance:

BAC Members		Designation
1.	Usec. R. V. Conquilla	Chairperson
2.	Asec. A. C. A. Navarro (Virtual)	Vice-Chairperson
3.	OIC-Dir. R.J.A. Delos Santos	Member
TWG		Designation
1.	Atty. D. J. C. Suyat	Head
2.	J. B. Balunday	Assistant Head
Secretariat (Team A)		Designation
1.	A.M.G. Realo	Head
2.	L. A. B. Melquiades	Member
3.	K. T. Regala	Member
4.	M. F. Aloba	Member
5.	A. B. Bermas	Member
6.	C. A. P. Delos Santos	Member
7.	K. A. Madroño	Member
End-User		Office
1.	Dir. P. T. Aquino, CESO III	EUMB
Other Attendees		Office
1.	P. J. R. Marqueta	AS-PMD
2.	S.M. Magdaraog	AS-PMD
Bidders		Company
1.	F. Biruya	Meralco Power Academy
2.	M. A. Tan	GMST Inc.
3.	V. Hermosura	Barkero Inc.

With the declaration of a quorum, the meeting was called to order at 11:02 AM by Usec. Ronald V. Conquilla as the Presiding Officer.

The BAC Secretariat, represented by Ms. Louise Andre B. Melquiades, informed the BAC that invitations for the in-house Commission on Audit (COA) and other representatives from the Non-Government Organizations (NGO) and Civil Society to attend the Pre-Bid Conference were officially sent to their respective offices thru e-mail.

Ms. Melquiades presented the particulars of the Pre-Bid Conference and acknowledged the in-person and virtual presence of the prospective bidders from Meralco Power Academy, GMST Inc., and Barkero Inc.

II. MEETING AGENDA

Items for Bidding:

	Particulars	ABC (PhP)	End-User
1	Services for the Development of an Asynchronous Training Module and Learning Management Framework for the Government Energy Management Program (GEMP) and Energy Efficiency Practitioners	9,000,000.00	EUMB- EPSMD

III. INTRODUCTION OF PROSPECTIVE BIDDERS

Prospective Bidders:

	Company/Representative	Item for Procurement
1	Meralco Power Academy F. Biruya	Services for the Development of an Asynchronous Training Module and Learning Management Framework for the Government Energy Management Program (GEMP) and Energy Efficiency Practitioners ABC – PhP9,000,000.00
2	GMST Inc. M. A. Tan	
3	Barkero Inc. V. Hermosura	

A recorded video presentation of the purpose, protocols and guidelines of the DOE's Pre-Bid Conference was played for the information of potential bidders. It was mentioned that the purpose of the Pre-Bid Conference is to give the interested bidders the opportunity to clarify matters related to the Bidding Documents including the Terms of Reference (TOR) and specifications. In cases where clarifications result in changes in the Bidding Documents, the BAC will issue the necessary Bid Bulletin which will form part of the Bidding Documents and will be binding to all the bidders.

The interested bidders may further clarify matters related to the Bidding Documents by sending their clarification to BAC or to the BAC Secretariat, either through written correspondence or electronic mail. The request for clarification should be submitted three (3) days after the Pre-Bid Conference. Requests for clarification that will be received beyond the allowable period cannot be acted upon by the BAC.

IV. DELIBERATION/DISCUSSION AND ACTION

Agenda #1 Services for the Development of an Asynchronous Training Module and Learning Management Framework for the Government Energy Management Program (GEMP) and Energy Efficiency Practitioners / ABC–PhP9,000,000.00/ End-User – EUMB-EPSMD

Bidder's Queries:

Meralco Power Academy	BAC Response
The prospective bidder sought clarification on whether the proposed procurement pertains to the development of an Energy Management System (EnMS).	Dir. Patrick T. Aquino, CESO III clarified that the procurement covers the development of a Learning Management System (LMS) and asynchronous training modules for the Government Energy Management Program (GEMP) and Energy Efficiency Practitioners.

GMST Inc.	BAC Response
Referring to Page 83 of the TOR, particularly the requirement that "The Service Provider must be a DOE-EUMB Certified Recognized Training Institution (RTI), with RTI certification valid for the entire contract period, including the post-implementation support period," the prospective bidder inquired whether bidders whose RTI application is still being processed may participate in the procurement.	Dir. Aquino stated that the End-User will consider bidders with pending RTI applications and, if necessary, issue the appropriate clarification through a Bid Bulletin. He further noted that the processing of RTI certification normally takes only seven (7) working days.

Barkero Inc.	BAC Response
Referring to Page 83 of the TOR, the prospective bidder sought clarification on whether the RTI requirement also requires bidders to have prior experience in developing learning management systems or websites.	Dir. Aquino explained that, based on the existing registry of DOE-EUMB Certified RTIs, most RTIs already possess the necessary experience in developing and implementing such systems. He reiterated that RTI certification processing normally takes seven (7) working days and confirmed that the concern regarding the RTI requirement shall be addressed through a Bid Bulletin.

Atty. Suyat of the BAC-TWG reminded all prospective bidders to take note of the clarifications discussed during the Pre-Bid Conference and to await the issuance of the corresponding Bid Bulletin for official amendments and clarifications to the Bidding Documents.

OIC-Dir. Rowena Joyce A. Delos Santos moved to adjourn the 16th PB CY 2026 – Pre-Bid Conference, which was duly seconded by Asec. Augustus Cesar A. Navarro and approved by Usec. Conquilla.

V. ADJOURNMENT

The 16th PB CY 2026 – Pre-Bid Conference was adjourned at 11:30 AM.

Prepared by:



K. T. Regala
BAC Secretariat Team A
Date: 16 July 2026

Checked and Verified:



A.M.G. Realo
Head, BAC Secretariat

Noted and Approved:



Usec. R. V. Conquilla