



Republic of the Philippines  
**National Irrigation Administration**  
Quezon City

**Minutes of Meeting**  
**Pre-Bidding Conference**

**BS-001-2020-R2: Procurement of Dam Information Management System Including Supply,  
Delivery, Installation, Testing and Commissioning of Equipment**

**October 13, 2020, 10:00 AM**

**Classroom A, 3<sup>rd</sup> Floor, IEC Building, NIA Complex, EDSA, Diliman, Quezon City**

Present:

**BAC-B**

Ailyne C. Agtuca-Selda	- Chairperson
Marty P. Cachapero (via Google Meet)	- Vice-Chairperson
Delsy J. Revellame	- Member

**Technical Working Group**

Leslie C. Dizon	- Chairperson
Michael G. Diccion	- Member
Jerome R. Osias	- Member
Jerome R. Lagang	- Member
Edliberto L. Chavez	- Member

**Bidders' Representatives**

Denniz Ziganay (Via Google Meet)	- WestPoint Engineering Supplies
Mak Adviento (Via Google Meet)	- WestPoint Engineering Supplies

Absent:

**BAC-B**

Lydia S. Esguerra	- Member
Rogelia C. Dela Torre	- Member

**TWG**

Natassja Nicole J. Flores	- Member
Lloyd Alain A. Cudal	- Member



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Matters discussed:

- I. The BAC-B Chairperson formally presided the Pre-Bidding Conference for BS-001-2020-R2. She acknowledged the presence of the BAC-B members, TWG, Secretariat, observers and prospective bidders' representatives.
- II. The BAC-B established that no bidder bought the bidding documents as of the time being. The BAC-B then explained that the purpose of having a pre-bid conference is for the official and prospective bidders to ask their queries and clarify the technical and financial parameters regarding the project for a good procurement process.
- III. The Secretariat presented the details of the project.
- IV. Subsequently, the BAC-B asked the prospective bidders if they have any questions or clarifications:

BIDDER'S CONCERN	BAC's / TWG's / Secretariat's Response
<p>Mr. Denniz Ziganay from WestPoint Engineering Supplies:</p> <p>1. We intend to participate in this project as a Joint Venture. Do we have to inform the BAC regarding this?</p>	<p>1. Yes, we need to be informed about the matter. In addition, if you intend to participate as a Joint Venture, you should purchase the bidding documents as a Joint Venture and must be reflected in the official receipt.</p>

- V. The BAC-B Chairperson reminded the bidders the following:
  - a. PhilGEPS Platinum Certificate does not need any attachment unless a permit or clearance is expired. For expired permit or clearance, please attach any proof that the renewal for the said permit or clearance is ongoing;
  - b. For the Statement of All Ongoing Contracts and SLCC, answer the prescribed form completely and do not leave anything blank. Statement of All Ongoing Contracts



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does not need any attachment, however, for the SLCC please attach the required documents;

- c. The bidder should fill out the Bid Securing Declaration and Omnibus Sworn Statement, including the Jurat portion indicating the Government Issued ID and Community Tax Certificate; and
  - d. For the Bid Form (Tables for Goods offered Abroad or within the Philippines), the bidder shall fill this out completely and shall not leave any field blank.
- VI. The BAC-B reminded the prospective bidders that should there be any queries, they can submit it in written form until October 16, 2020. Supplemental Notice, if any shall be issued on October 19, 2020.
- VII. Lastly, the BAC-B opened the floor for the queries and comments of the observers. The observers did not raise any question or comment.

There being no other matters to be discussed the BAC-B Chairperson thanked everyone present and adjourned the meeting at 11:00 AM.

Prepared by:

  
**CHRISTIAN M. COLINDRES**  
Member, BAC-B Secretariat

  
**ELAINE P. VILLANUEVA**  
Head, BAC-B Secretariat  
FBGD-

Noted by:

**ATTY. MARTY P. CACHAPERO**  
BAC-B Vice-Chairperson

  
**ATTY. AILYNE C. AGTUCA-SELDA**  
BAC-B Chairperson