



Republika ng Pilipinas
National Irrigation Administration
(Pambansang Pangasiwaan ng Patubig)
Lungsod ng Quezon

Office Address: National Government Center
EDSA, Diliman, Quezon City, Philippines
Telephone Nos.: (02) 929-6071 to 78

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Telefax No. (632) 928-9343
TIN No. 000-916-415

Minutes of Meeting
Pre-Bidding Conference

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

August 4, 2020, 2:00 PM

Classroom A, 3rd 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
Lydia S. Esguerra	- Member
Delsy J. Revellame (via Google Meet)	- Member

Technical Working Group

Leslie C. Dizon	- Chairperson
Michael G. Diccion	- Member
Jerome R. Osias	- Member
Ramon J. Lagang	- Member
Edilberto L. Chavez (via Google Meet)	- Member
Lloyd Alain A. Cudal	- Member
Natassija Nicole J. Flores (via Google Meet)	- Member

Observer

Pepito L. Padilla	- IAS Representative
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Bidders' Representatives

Allan Allares (via Google Meet)	- Philinstruments Corp.
Mak Adviento (via Google Meet)	- WestPoint Engineering Supplies
Dennis Ziganay (via Google Meet)	- WestPoint Engineering Supplies

Absent:

BAC-B

Rogelia C. Dela Torre	- Member
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Matters discussed:

- I. The BAC-B Chairperson formally presided the Pre-Bidding Conference for BS-001-2020-R. She acknowledged the physically present participants and those who are participating via Google Meet from the BAC-B members, TWG, Secretariat, observers and prospective bidders' representatives.
- II. The BAC-B stated that no prospective bidder purchased 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 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. In addition, the TWG likewise presented the Technical Specifications.



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IV. Subsequently, the BAC-B asked the prospective bidders if they have any questions or clarifications:

BIDDER'S CONCERN	BAC'S RESPONSE
<p>Mr. Dennis Ziganay of WestPoint Engineering Supplies submitted his issues and concerns in advance via email:</p> <ol style="list-style-type: none">1. We are Currently under Modified Enhanced Community Quarantine (MECQ) here in National Capital region (NCR). We would like to ask what would be our set up for training/s during this Pandemic. Would it be Face to Face or via Online?2. For the delivery lead time which is 110 calendar days, may we clarify if the training for the end-users is included in the mentioned lead time? May we request for an extension of 130 calendar days since we will be anticipating the delays that will be caused by the pandemic?	<p>The BAC-B together with the TWG and Secretariat answered to their issues and concerns:</p> <ol style="list-style-type: none">1. The TWG stated that their preferred method is Face to Face, however, considering that we are under MECQ, we might consider online training. In addition, the BAC stated that If the case worsens after the imposition of MECQ until August 18, 2020, we will be leaning towards the online training. However, we will not discount the possibility of conducting the training via Face to Face.2. The BAC and TWG stated that the initial delivery period of 110 calendar days includes the training. For the request for extension, this is duly noted and will be included in the Supplemental Notice if there will be any modification.
<p>Mr. Mak Adviento of WestPoint Engineering Supplies raised his concern:</p> <ol style="list-style-type: none">1. Do you have an arrangement for online payment for the purchase of Bid Documents?	<ol style="list-style-type: none">1. We will take note of this and coordinate with the Financial Management Department on this matter.
<p>Mr. Allan Allares of Philinstruments Corp. raised his concerns:</p> <ol style="list-style-type: none">1. Will the project utilize Active Directory Services?2. For Rackmounted Server, what is your preferred kind of UPS, Online UPS or Ordinary UPS?	<ol style="list-style-type: none">1. The TWG stated that indeed, this project will use Active Directory Services.2. The TWG stated that they prefer the Ordinary UPS.



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- V. The BAC reminded the prospective bidders to comply with the documentary requirements and do not leave anything blank to prevent their bids from being rated failed. In addition, the BAC reminded the Bidders that PhilGEPS Platinum Certificate will no longer need attachment if permits in the Annex A of the certificate are not expired. If there are expired permits, bidder shall attach proof that renewal for expired permits are ongoing.
- VI. Moreover, the BAC reminded the bidders to use the prescribed format for the Statement of All Ongoing Private and Government Contracts and no attachment will be required for this form. However, for the Statement of SLCC, the bidder shall attach required documents for this form.
- VII. Additionally, the BAC reminded the bidders to indicate the Government Issued ID and Community Tax Certificate Number in the Jurat portion of the Bid Securing Declaration and Omnibus Sworn Statement.
- VIII. Furthermore, the BAC reminded the Bidders that should they have inquiries, they can submit it in written form until August 7, 2020. Supplemental Notice, if any, will be issued on August 10, 2020.
- IX. Atty. Padilla, IAS Representative, inquired about the arrangement of submission and opening of bids on August 18, 2020 since NCR is still under MECQ on that date and travel is very limited. The BAC answered that bid proposals may be submitted thru alternative delivery services such as Lalamove etc. In addition, the BAC stated that there will be a clarification for this matter.

There being no other matters to be discussed the BAC-B Chairperson thanked everyone present and adjourned the meeting at 3:15 PM.

Prepared by:


CHRISTIAN M. COLINDRES
Member, BAC-B Secretariat


ELAINE P. VILLANUEVA
Head, BAC-B Secretariat

Noted by:

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


ATTY. AILYN C. ASTUCA-SELDA
BAC-B Chairperson