



Republic of the Philippines
National Irrigation Administration
Quezon City

Minutes of Meeting
Pre-Bidding Conference
BS-005-2020: Supply, Delivery, Installation and Testing of Laboratory Equipment for Research/Soils
and Water Laboratory Group, Irrigation Engineering Center
September 1, 2020, 2:00 PM
Classroom A, 3rd Floor, IEC Building, NIA Complex, EDSA, Diliman, Quezon City

Present:
BAC-B
Ailyn C. Agtuca-Selda
Delsy J. Revelame
Rogelia C. Dela Torre

Technical Working Group
Leslie C. Dizon
Elaine R. Santos
Mary Rose N. Reyes
Lloyd Alain A. Cudal

Observer
Pepito L. Padilla
- IAS Representative

Bidders' Representatives
Arman John Mallari
Christine Jane Pelaez
Aileen Alejas
Absent:
BAC-B
Marty P. Cachapero
Lydia S. Esguerra

TWG
Natasja Nicole J. Flores
- Member
- Vice-Chairperson
- Member





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Matters discussed:

- I. The BAC-B Chairperson formally presided the Pre-Bidding Conference for BS-005-2020. She acknowledged the presence of 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.
- IV. Subsequently, the BAC-B asked the prospective bidders if they have any questions or clarifications:

BIDDER'S CONCERN	BAC'S RESPONSE
Ms. Christine Jane Pelaez from BP Integrated Technologies, Inc. raised her concerns: 1. The additional requirement for this project requires mandatory after sales service center within Metro Manila, however, our nearest service center is in Calamba, Laguna. 2. In the statement of the SLC, do we have to submit one project for government contract and one project for private contract? 3. For the Technical Specifications under Lot 2, Item H (Incubator), is it possible to omit the condition "Compatible with the existing BOD Analyzer"?	1. We will take note of your concern and include it in the Supplemental Notice, if there will be any changes. 2. You only have to submit your single largest and completed contract that suffices the definition of the project's similar contract regardless if it is a government or private contract. 3. We will take note of this and include it in the Supplemental Notice if there will be any changes. For the meantime, you may conduct inspection of the existing BOD Analyzer by coordinating with the IEC/end-user.





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4. For the Technical Specifications under Lot 2, Item C (Laboratory Oven): a. We will omit the "115 volts" phrase in the specification of the Laboratory Oven and will be included in the Supplemental Notice. b. We will take note of this and include it in the Supplemental Notice if there will be any changes. c. No. we are not requiring a Data Logger. What we expect to acquire is real time monitoring. d. We will take note of this and include it in the Supplemental Notice if there will be any changes. 5. It is possible to modify this to a lower capacity, however, we need to discuss this further. This will be included in the Supplemental Notice if there will be any changes. 6. First, the bidders should follow the prescribed Financial Bid Form in the bidding documents. It is informed that the bidder can provide cost per item which will be the basis for liquidated Damages, if any, since the penalty will only be imposed on the specific amount of the delayed delivery of item and not on the total amount.	4. For the Technical Specifications under Lot 2, Item C (Laboratory Oven): a. Is it possible to omit the "115 volts"? There may be a typographical error since 230 volts is already stated under the same item. b. The Timer Digital Backwards Counterstates "1 minute to 99 days". We think the correct specification is "1 minute to 99 hours"? c. Laboratory Oven requires Auto Diagnostic System for Fault Analysis. Having stated this, are your requiring a Data Logger? d. Temperature Set is above ambient 300 degrees Celsius, can we modify it to lower temperature for example 250 degrees Celsius? 5. For the Technical Specifications under Lot 2, Item F (ultrapure and pure water system with tank), is it possible to modify the production capacity from 20 liters to 15 liters? 6. Considering the consumables cost should be reflected in the Financial Bid Form, how do we compose our financial bid form? Can we state the total amount then attach the itemized breakdown?
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7. We do not require a specific temperature for the Refrigerator. 8. We will take note of this and include it in the Supplemental Notice if there will be any changes.	7. For the Technical Specifications under Lot 2, Item 1 (Refrigerator), do you require a specific temperature? 8. For the refrigerator again, our offered item does not include the term "inverter", however, our offered item uses the term "electrosaver" which also saves power.
1. We will take note of this and include it in the Supplemental Notice if there will be any changes. The BAC-B together with the TWG and Secretariat discussed the bidders' concerns:	Ms. Aileen Alejas from Siccion Marketing raised her concerns: 1. Considering the pandemic situation and coming holiday season, can we ask for an extension of 120 calendar days for the Lot 1 (Material Testing)?

V. The BAC-B Chairperson reminded the bidders the following, to wit:

- a. PhilGEPS Platinum Certificate do 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 does not need any attachment, however, for the SLCC please attached the required documents.
- c. If the bidder will be participating in the bidding of two (2) Lots, they must submit a set of Statement of All Ongoing Contracts and SLCC for each lot.
- d. The bidder should fill out the Bid Securing Declaration and Omnibus Sworn Statement, including the Jurat portion particularly indicating the Government issued ID and Community Tax Certificate.

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- e. If the bidder will be participating in the two (2) Lots, they must also submit two (2) sets of additional requirements, one for each lot.
- f. 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 September 4, 2020. Supplemental Notice, if there will be any shall be issued on September 7, 2020.

VII. Lastly, the BAC-B opened the floor for the queries and comments of the observer. The observer 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 3:00 PM.

Prepared by:

CHRISTIAN M. COLINDRES
Member, BAC-B Secretariat

ELAINE P. WILLANUEVA
Head, BAC-B Secretariat
FBGD-

Noted by:

ATTY. ALYNE C. AGTUCA-SELDA
BAC-B Chairperson



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