



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

Website: [www.nia.gov.ph](http://www.nia.gov.ph)  
Telefax No. (632) 928-9343  
TIN No. 000-916-415

**Minutes of Meeting**  
**Pre-Bidding Conference**  
**BS-011-19: Procurement of Dam Information Management Including Supply, Delivery,**  
**Installation, Testing and Commissioning of Equipment**  
**November 11, 2019, 02:00 PM**  
**Classroom A, 3<sup>rd</sup> Floor, IEC Building, NIA Complex, EDSA, Diliman, Quezon City**

Present were:

**BAC-B**

|                       |          |
|-----------------------|----------|
| Lydia S. Esguerra     | - Member |
| Rogelia C. Dela Torre | - Member |
| Delsy J. Revellame    | - Member |

**Technical Working Group**

|                     |               |
|---------------------|---------------|
| Leslie C. Dizon     | - Chairperson |
| Michael G. Diccion  | - Member      |
| Jesus R. Espiritu   | - Member      |
| Ramon Lagang        | - Member      |
| Edilberto L. Chavez | - Member      |

**Observers**

|                |                      |
|----------------|----------------------|
| Glen C. Ortega | - IAS Representative |
|----------------|----------------------|

**Bidders' Representatives**

|                 |   |
|-----------------|---|
| Mark Yarisantos | - Mybusybee, Inc.                       |
| Ronnie Ziganay  | - West Point Engineering Supplies, Inc. |
| John Rubiado    | - Superserve Corp.                      |
| John Alvin      | - Superserve Corp.                      |

Absent were:

**BAC-B**

|                   |                    |
|-------------------|--------------------|
| Pepito L. Padilla | - Vice Chairperson |
|-------------------|--------------------|

**TWG**

|                    |          |
|--------------------|----------|
| Marty P. Cachapero | - Member |
|--------------------|----------|

Matters discussed:

- I. The BAC-B Chairperson formally presided the Pre-Bidding Conference for BS-011-19. She acknowledged the presence of the BAC-B members, TWG, Secretariat, observers and prospective bidders' representatives.



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- II. The BAC-B stated that only West Point Engineering Supplies, Inc. 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. Representatives from Mybusybee, Inc. and West Point Engineering Supplies, Inc. did not raise any questions
- V. Mr. John Rubiado from SuperServe Corp. asked what is the preferred software to be used for this project. The following points were discussed in relation to the question:
  - The TWG initially responded to the query and stated that as long as the software is compatible with our existing Farmland GIS, then it is acceptable. This project is for the upgrading of the flood forecasting and it will be required that subjects be monitored in different offices. Moreover, the software should match the existing Farmland GIS.
  - The BAC-B asked if the required software is a Generic brand. The TWG affirmed that Generic software brands will suffice as long as it meets and can provide and generate all of our requirements.
  - The BAC-B asked if the software for this project will serve the NIS in which the TWG affirmed it will indeed cater the NIS in its entirety.
  - The TWG presented the ANNEX 2 of the Terms of Reference pertaining to the Flow Chart of the process of the project.
  - The BAC-B asked again if there are specific requirement for the software indicated in the technical specifications. The TWG replied that there are requirements stated in the bidding document for the software. Again, the TWG reiterated that any software as long as it is compatible with our existing system and available for integration will suffice. In addition, the TWG mentioned a few brands of software like ArcGIS and QGIS as samples of softwares that are available in the market.
  - The TWG also informed the BAC-B that only a portion of our existing system (FarmlandGIS) will utilize this project at hand. This project will only compliment our existing system.



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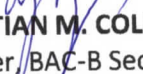
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- After consultation with other TWG member and IEC personnel, the TWG assured the BAC-B and the prospective bidders that any software that is compatible with our existing system and as long as it meets and can provide and generate all of our requirements is acceptable.
- VI. The BAC-B reminded the prospective bidders to comply with the documentary requirements and do not leave anything blank to prevent their bids from being rated failed. Any outdated clearances should have a proof of renewal and should be submitted. Furthermore, the BAC-B reminded the prospective bidders that should there be any queries, they can submit it in written form until November 15, 2019. Supplemental Notice, if any, will be posted on November 18, 2019.
- VII. Lastly, the observer from IAS commented that the software should be tried and ensure that it is compatible with the existing system. The TWG replied that as long as the software sufficed our requirements then it should be compatible.

There being no other matters to be discussed the BAC-B Chairperson thanked everyone present and adjourned the meeting at 03:30 PM.

Prepared by:

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

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

Noted by:

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