



Republic of the Philippines
National Irrigation Administration
Quezon City

Minutes of Meeting
Pre-Bidding Conference

**BS-015-2020: Supply, Delivery, Installation and Testing of Chemical Laboratory Equipment for
Research/Soils and Water Laboratory Group, Irrigation Engineering Center
October 19, 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	- Vice-Chairperson
Delsy J. Revellame (via Google Meet)	- Member
Lydia S. Esguerra (via Google Meet)	- Member

Technical Working Group

Leslie C. Dizon	- Chairperson
Elaine R. Santos	- Member
Mary Rose N. Reyes	- Member

Bidders' Representatives

Marife Antonio	- Guill-Bern
Zaldy Villenas	- Camprock Analytika Essentialez Trading
Wally Boy Espina	- Siccion Marketing, Inc.
EJ Fernandez	- Drake Marketing

Absent:

BAC-B

Rogelia C. Dela Torre	- Member
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TWG

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

Matters discussed:

- I. The BAC-B Chairperson formally presided the Pre-Bidding Conference for BS-015-2020. She acknowledged the presence of the BAC-B members, TWG, Secretariat, observers and prospective bidders' representatives.



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- 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. Zaldy Villenas from Camprock Analytika Ezzentialez Trading:</p> <ol style="list-style-type: none"> Is there a price for each item indicated in the bidding documents? What are the requirements for the dimension of the Safety Storage Cabinet? For the Hotplate, can the specifications be more particular? Overall dimensions is the most critical specification for this item. <p>***TWG reminded the prospective bidders that the Hotplate will be utilized for digestion and not titration.</p> <ol style="list-style-type: none"> For the Analytical Balance, will the pan size matter for this item matter? We can provide 85mm instead of the indicated 90mm. 	<ol style="list-style-type: none"> No. We do not indicate the price for each item. We indicate the budget for the whole project as reflected in the ABC. There are no specific dimensions, however, the capacity should be 45 gallons. This will be included in the Supplemental Notice. The overall dimension is indicated in the technical specifications. We set the pan size to 95mm so that materials can fit in. However, we will take note of your comment.

BIDDER'S CONCERN	BAC's / TWG's Secretariat's Response
<p>Ms. Marife Antonio of Guill-Bern:</p> <ol style="list-style-type: none"> For the Hotplate, can we offer 180 x 180 plate dimension instead of 300 x 500? 	<ol style="list-style-type: none"> We will take note of this and will be included in the Supplemental Notice if there will be any changes.



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<p>2. For the Laboratory Refrigerator, can we offer 2°C – 8°C instead of 2°C – 10 °C for Temperature Range?</p> <p>3. For the Laboratory Refrigerator, can we offer “1.0 °C” instead of “±0.1 °C” for the Accuracy?</p> <p>4. For the Laboratory Oven, can we offer LED Display for the Temperature Controller?</p> <p>5. For the Laboratory Oven, can we offer 10 °C – 250 °C for the Temperature Range?</p> <p>6. For the Laboratory Oven, can we offer 150 liters for the capacity?</p> <p>7. For the Laboratory Water-Bath, can we offer 5°C – 99°C for the Temperature Range?</p> <p>** (The representative from Camprock Analytika Ezzentialez Trading concurred with this comment and stated that the Laboratory Water-Bath when calibrated does not reach the 100°C)</p> <p>8. For the Laboratory Water-Bath, can we offer 2000w for the heater capacity?</p> <p>9. For the NFCC shall we use 10 or 15 as the multiplier?</p> <p>10. How will be the sealing of the bids?</p>	<p>2. We will take note of this and will be included in the Supplemental Notice if there will be any changes.</p> <p>3. We will take note of this and will be included in the Supplemental Notice if there will be any changes.</p> <p>4. We will take note of this and will be included in the Supplemental Notice if there will be any changes.</p> <p>5. We will take note of this and will be included in the Supplemental Notice if there will be any changes.</p> <p>6. The requirement for the capacity is “at least 108 Liters”. But we will take note of this and will be included in the Supplemental Notice if there will be any changes.</p> <p>7. We will take note of this and will be included in the Supplemental Notice if there will be any changes.</p> <p>8. We will take note of this and will be included in the Supplemental Notice if there will be any changes.</p> <p>9. For the NFCC, we shall use the 15 as the multiplier.</p> <p>10. 3 sets (Original, Copy 1 and Copy 2). Each set shall contain a 2 envelope system (Envelope 1 – Eligibility and Technical Component, Envelope 2 – Financial Component).</p>
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11. Is there a warranty provision for the items?	11. We will take note of this and will be included in the Supplemental Notice if there will be any changes.
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BIDDER'S CONCERN	BAC's / TWG's Secretariat's Response
<p>Mr. EJ Fernandez of Drake Marketing:</p> <ol style="list-style-type: none"> 1. For the Laboratory Refrigerator, can we offer 2°C – 8°C for the Temperature Range? 2. Is it ok if we attach the supporting documents for the PhilGEPS Certificate? <p>*****The representative from SICCION MARKETING, INC. did not raise any questions.</p>	<ol style="list-style-type: none"> 1. We will take note of this and will be included in the Supplemental Notice if there will be any changes. 2. Yes. You may attach supporting documents. However, if there are no expired permits for the PhilGEPS Certificate, you may submit the PhilGEPS Certificate without the attachments.

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

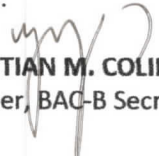
- a. PhilGEPS Platinum Certificate does not need any attachment unless a permit or clearance is expired. For expired permit or clearance, please attach any proof that the renewal for the said permit or clearance is ongoing;
- b. For the Statement of All Ongoing Contracts and SLCC, answer the prescribed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



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There being no other matters to be discussed the BAC-B Chairperson thanked everyone present and adjourned the meeting at 3:30 PM.

Prepared by:


CHRISTIAN M. COLINDRES
Member, BAC-B Secretariat


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

Noted by:

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


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