

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-016-19: Supply, Delivery and Testing of Mapping Grade Drone (Unmanned Aerial Vehicle)**  
**and Handheld Global Positioning System (GPS)**  
**December 3, 2019, 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
Pepito L. Padilla	- Vice-Chairperson
Lydia S. Esguerra	- Member
Desly J. Revellame	- Member

**Technical Working Group**

Leslie C. Dizon	- Chairperson
Robin Espana	- Member
Marvin Tabios	- Member
Marty P. Cachapero	- Member

**Observers**

Angelo Karl Doleo	- COA Representative
Edsel June S. Brillantes	- IAS Representative

**Bidders' Representatives**

Dante Muhi	- RASA Surveying
Cherrylou Esparagova	- RASA Surveying
Sanju Galindo	- Siccion Marketing Inc.

**Absent:**

**BAC-B**

Rogelia C. Dela Torre	- Member
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**TWG**

Cesar Malenab	- Member
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**Matters discussed:**

- I. The BAC-B Chairperson formally presided the Pre-Bidding Conference for BS-016-19. 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



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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
<p>1. Mr. Muhi from RASA Surveying raised his concerns:</p> <p>Clarifications on the Mapping Grade Drone:</p> <p>a) Type: At least a V-form Octocopter b) Tolerable Windspeed: Up to 15 m/s c) Dimensions: At least 770x820x125mm</p> <p>2. Ms. Esparagova of RASA raised her concern:</p> <p>-Please elaborate on the requirement of the Handheld GPS specifically the Hunt/Fish Calendar</p>	<p>The BAC-B together with the TWG discussed their concerns:</p> <p>1. a) The minimum requirement for the type of mapping grade drone should be <u>at least a V-form Octocopter.</u></p> <p>b) For the Tolerable Windspeed, the requirement is it <u>should not be less than 15 m/s.</u></p> <p>c) The requirements set for the dimensions are for the full wing mode of the mapping grade drone.</p> <p>2. Every Handheld GPS has this Hunt/Fish Calendar feature, we just reiterated it in the bidding documents.</p>
<p>*** Representative from Siccion Marketing Inc. did not raise any question.</p>	

- V. The BAC-B reminded the prospective bidders to comply with the documentary requirements (government issued ID and Community Tax Certificate) and do not leave anything blank to prevent their bids from being rated failed.
- VI. In addition, the TWG reminded the prospective bidders to indicate what type of government issued ID they will use in the jurat portion.
- VII. Lastly, the BAC-B reminded the prospective bidders that should there be any queries, they can submit it in written form until December 6, 2019. Supplemental Notice, if any, will be posted on December 9, 2019.



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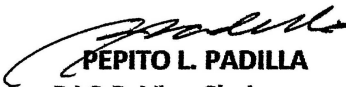
There being no comments from the observers and other matters to be discussed the BAC-B Chairperson thanked everyone present and adjourned the meeting at 11:00 AM.

Prepared by:

  
**IMMACULATE GIED S. BORAS**  
Member, BAC-B Secretariat

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

Noted by:

  
**PEPITO L. PADILLA**  
BAC-B, Vice-Chairperson

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