



Republic of the Philippines
National Irrigation Administration

**Minutes of Meeting
Pre-Bidding Conference**

**BS-016-2020: Supply, Delivery, Installation and Testing of Various Engineering Software
November 9, 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	- Member
Lydia S. Esguerra	- Member
Rogelia C. Dela Torre	- Member

Technical Working Group

Ma. Minene P. Evangelista	- Member
Edliberto L. Chavez	- Member
Rommel V. Guzman (via Google Meet)	- Member
Nastassja Nicole J. Flores (via Google Meet)	- Member
Jowell Barayuga (via Google Meet)	- PPD-ED Representative

Observers

Aida S. Villania	- COA Representative
Ma. Crizza Joy R. Chavez	- COA Representative

Bidders' Representatives

Lydee Atienza	- Advance Solutions, Inc.
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Absent:

TWG

Reyne B. Ugay	- Chairperson
Reynaldo L. Baloloy	- Member

Matters discussed:

- I. The BAC-B Chairperson formally presided the Pre-Bidding Conference for BS-016-2020. She acknowledged the presence of the BAC-B members, TWG, Secretariat, observers and prospective bidders' representatives.
- 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.



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- 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
Ms. Lydee Atienza from Advance Solutions, Inc.: 1. What if our single largest contract is not an engineering software as defined under the similar contracts?	 1. We will take note of your query and will be included in the Supplemental Notice if there will be any changes.

- V. The BAC-B Chairperson reminded the bidders the following:
- 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;*
 - 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;
 - The bidder should fill out the Bid Securing Declaration and Omnibus Sworn Statement, including the Jurat portion indicating the Government Issued ID; and
 - 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 November 12, 2020. Supplemental Notice, if any shall be issued on November 13, 2020.*
- VII. Lastly, the BAC-B opened the floor for the queries and comments of the observers. The observers did not raise any question or comment.




Republic of the Philippines
National Irrigation Administration

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. VILLANUEVA
Head, BAC-B Secretariat

Noted by:

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


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