



Republic of the Philippines
National Irrigation Administration

**Minutes of Meeting
Pre-Bidding Conference**

**BS-022-2020-R: Supply, Delivery, Installation and Testing and Network Attached Storage
December 1, 2020, 3:00 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

Technical Working Group

Edilberto L. Chavez	- Member
Rommel V. Guzman	- Member

Observers

Aida Villania (via Google Meet)	- COA Representative
Pepito L. Padilla	- IAS Representative

Absent:

BAC

Rogelia C. Dela Torre	- Member
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TWG

Isidora M. Camaya	- Chairperson
Kurt Cecil E. Elizondo	- Member
Nastassja Nicole J. Flores	- Member

Matters discussed:

- I. The BAC-B Chairperson formally presided the Pre-Bidding Conference for BS-022-2020. She acknowledged the presence of the BAC-B members, TWG, Secretariat and observer.
- II. The BAC-B established that no prospective 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 BAC-B also established that no prospective bidder is present to participate in today's Pre-Bid Conference. Consequently, the BAC-B instructed the Secretariat to invite prospective bidders to participate in the bidding since the PhilGEPS website is having frequent system maintenance which may cause difficulty for the suppliers to see the opportunities posted.

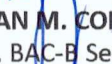


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- IV. The Secretariat then presented the details of the project.
- V. The BAC-B then asked the TWG if there any reminders that needs to be captured in the minutes. The TWG then just clarified and established that the delivery period is 60 calendar days.
- VI. 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
 - 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.
- VII. The BAC-B reminded the Secretariat to inform the prospective bidders that queries can still be submitted in written form until December 4, 2020. Supplemental Notice, if any shall be issued on December 7, 2020.
- VIII. Lastly, the BAC-B opened the floor for the queries and comments of the observers. The observers 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 4:00 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