

Republic of the Philippines  
**National Irrigation Administration**  
Central Office

**MINUTES OF PRE-BIDDING CONFERENCE**  
for the  
**Supply and Delivery of Brand New One (1) unit Sports Utility Vehicle, Diesel**  
**Engine Displacement, 3000cc (maximum), 4x2 A/T under NIA-CAR, Alfonso Lista**  
**Pump Irrigation Project**  
**CAR-ALPIP-S-1R4**  
June 27, 2022; 2:00 PM  
Virtual Conference  
NIA Compound, Quezon City

**I. ATTENDANCE**

**I.1. Present:**

AILYNE C. AGTUCA-SELDA	-	Vice-Chairperson, BAC-A
LLOYD ALLAIN C. CUDAL	-	Member, BAC-A
BENITO T. ESPIQUE JR.	-	Provisional Member
ALBERT D. ASTURIANO	-	Head, TWG
JASON B. PASUMALA	-	Member, TWG
GRACE A. FANGED	-	Member, TWG
RENIEL M. CORDERO	-	Member, TWG
MARY ANNABELLE F. CRUZ-DOMINGO	-	Member, TWG
ELAINE P. VILLANUEVA	-	Head, Secretariat
FAE-ANGELIE G. DATU	-	Alternate Head
MARCELINO LIM	-	Member, Secretariat
ZOSIMO R. BAIRA	-	Member, Secretariat
GERARD E. GUZMAN	-	Member, Secretariat
JAASIELL ANNE T. TANIEGRA	-	Member, Secretariat
PAULO ROXAS	-	Member, Secretariat
MARTIN P. MARIANO	-	Member, Secretariat
JENIFER JANE G. ALALAY	-	Support Staff, Secretariat
ERIC S. MAURICIO	-	Support Staff, Secretariat

**I.2. Absent:**

BENNY D. ANTIPORDA	-	Chairperson, BAC-A
REYNALDO L. BALOLOY	-	Member, BAC-A

**I.3. Observer:**

MELVINCENT CABLAYAN	-	NIA-IAS Representative
*Invited but unable to attend COA, PICE, NIAEASP and VACC		

**I.4. Unofficial Bidder:**

<b>BIDDER</b>	<b>REPRESENTATIVE</b>
1. SFM SALES CORP. MITSUBISHI SAN PABLO	EDMON TELO Senior Sales Executive

**II. CALL TO ORDER**

The Vice-chairperson, Atty. Ailyne C. Agtuca-Selda, asked the Secretariat if there is a quorum. The Secretariat informed the Vice-chairperson that there is a quorum. Having a quorum, the pre-bidding conference for the above-mentioned proposed contract was called to order at 02:05 P.M.

**III. BUSINESS MATTERS**

- The Vice-chairperson welcomed and acknowledged the presence of BAC-A Members, the TWG, BAC-A Secretariat, and the Bidder's Representative and informed that the meeting was called for the bidding for the Supply and Delivery of Brand-New One (1) unit Sports Utility Vehicle, Diesel Engine Displacement, 3000cc, A/T, 4X2 under NIA-CAR, Alfonso Lista Pump Irrigation Project. Invitation to Bid No. CAR-ALPIP-S-1R4.
- The Vice-chairperson then instructed the Secretariat to proceed with the meeting.
- Mr. Martin P. Mariano, BAC-A Secretariat Member, informed that Engr. Albert D. Asturiano, Jr., TWG Head, will present the Comparative Specifications Table (CST).
- Engr. Asturiano presented the CST and discussed the proper way to fill out the form. He reminded that everything must be filled-out.
- The Vice Chairperson, Atty. Ailyne C. Agtuca-Selda, then instructed the BAC-A Secretariat for the presentation of the background of the project and all the requirements to be submitted by the bidders.
- Engr. Zosimo R. Baira, Member of Secretariat, presented the General Information, and background of the project stating that the Approved Budget for the Contract (ABC) is PhP 2,200,000.00 and the contract duration is 30 Calendar Days and the inspection will be at the NIA-CO while the delivery will be at the NIA-CAR.
- He also clarified all the documentary requirements to be submitted by the bidders i.e., Eligibility/Technical Documents (Envelope 1) and the Financial Documents (Envelope 2).
- After the presentation, the Vice Chairperson asked the prospective bidder for questions and/or clarifications regarding the subject bidding.

QUESTION/S AND CLARIFICATION/S:

Mr. Edmon Telo informed the committee via Google Meet chat box that the SUV he is offering is 181 HP and with a Torque of 430.

The Vice-Chairperson replied that the Technical Working Group and the BAC will discuss on the said query and he will be informed through supplemental bid notice in the event that there will be changes in the bidding document.

REMINDERS:

The Vice-Chairperson reminded that the bidding is a two-envelop system and the first envelop is for the eligibility documents, the bidder should make sure that all the required documents are submitted. As well as to be mindful of the documents, that are required to be notarized. Also indicate the government required Identification Document.

For the statement of on-going projects, there is no need for attachment, only the statement of the Single Largest Completed Contract (SLCC) for similar project, requiring attachments as stated in the Bid Documents.

For the Financial Documents particularly for the form on Goods Offered from the Philippines be filled up correctly as necessary. That stating zero (0) or dash (-) on the columns means "free" and the respective taxes will be deducted on the proposed bid.

In case there are other questions and/or clarifications, the bidders may submit it in written form to the BAC-A Secretariat until July 1, 2022. Supplemental Bid Notice/s if any will be posted on July 4, 2022 if there are changes and additional instructions.

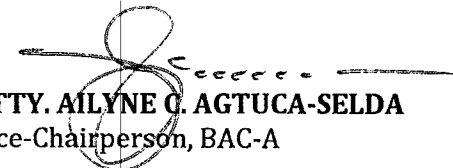
**V. ADJOURNMENT**

Having no more matters for discussion, the pre-bidding conference ended at 2: 48 P.M.

Prepared by:

  
**GERARD E. GUZMAN**  
Member, BAC-A Secretariat

Noted:

  
**ATTY. AILYNE C. AGTUCA-SELDA**  
Vice-Chairperson, BAC-A