



Republic of the Philippines
National Irrigation Administration
Quezon City

MINUTES OF PRE-BIDDING CONFERENCE

for the
**Supply and Delivery of Brand New One (1) Sports Utility Vehicle, Diesel
Engine Displacement, 3000cc (maximum), 4x2 under NIA-CAR, Alfonso Lista
Pump Irrigation Project**
Invitation to Bid No. CAR-ALPIP-S-1
September 14, 2021; 1:30 PM
Virtual Conference
NIA Complex, EDSA, Quezon City

I. ATTENDANCE

I.1. Present:

BGEN ABRAHAM B BAGASIN (Ret)	-	Chairperson, BAC-A
AILYNE C. AGTUCA-SELDA	-	Vice-Chairperson, BAC-A
LYDIA S. ESGUERRA	-	Member, BAC-A
MARTY P. CACHAPERO	-	Member, BAC-A
ALBERT D. ASTURIANO	-	Head, TWG
MARCIAL G. GEALONE, JR.	-	Member, TWG
CHRISTIAN C. CABREGA	-	Member, TWG
GRACE A. FANGED	-	CAR-ALPIP, Representative
ELAINE P. VILLANUEVA	-	Head, Secretariat
MARCELINO LIM	-	Member, Secretariat
ZOSIMO R. BAIRA	-	Member, Secretariat
GERARD E. GUZMAN	-	Member, Secretariat
JAASIELL ANNE T. TANIEGRA	-	Member, Secretariat
JENIFER JANE G. ALALAY	-	Support Staff, Secretariat

I.2. Absent:

LLOYD ALLAIN C. CUDAL	-	Member, TWG
DELSY J. REVELLAME	-	Provisional Member

I.3. Observer:

EDSEL JUNE BRILLANTES	-	IAS
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*Invited but unable to attend COA,PICE, NIAEASP and VACC

I.4. Unofficial Bidders

BIDDER	REPRESENTATIVE	DESIGNATION
1. TOYOTA NORTH EDSA	ELMO MARCELO	REPRESENTATIVE

II. CALL TO ORDER

The Chairperson, BGen Abraham B Bagasin (Ret), asked the Secretariat if there is a quorum. The Secretariat informed the Chairperson that there is a quorum. Having a quorum, the pre-bidding conference for the above-mentioned proposed contract was called to order at 1:30 P.M.

III. BUSINESS MATTERS

- The 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 Various Motor Vehicles Invitation to Bid No. CAR-ALPIP-S-1.
- 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.
- Mr. Martin P. Mariano, 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 for the five (5) lots, 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).
- Likewise, the Comparative Specifications Table (CS) for the Various Motor Vehicles and Equipment were presented and read by TWG member Christian C. Cabrega.
- After the presentation, the Vice Chairperson asked the prospective bidders for questions and/or clarifications regarding the subject bidding.

QUESTIONS AND CLARIFICATIONS:

TOYOTA NORTH EDSA

Q1: Mr. Elmo Marcelo of the Toyota North Edsa queried stated their request that if they will be declared as the single calculated responsive bidder, that they be guided on the design and specification of the required sticker as well.

A1: The TWG replied that they will provide the necessary assistance.

- Having no more questions and clarifications, the Vice Chairman reminded everyone regarding the deadline of submission at 09:00 A.M. and opening of bids at 10:00 AM on September 28, 2021, and instructed the prospective bidders to be mindful of the time to avoid disqualification of bids. In case there are other questions and/or clarifications, the bidders may submit their letters to the BAC-A Secretariat until the 17th of September 2021. Supplemental Bid Notice/s that will be posted on September 20, 2021 in case of changes and additional instructions.

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- Then she gave additional reminders as per advised IRR of RA 9184:
 1. 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.
 2. NFCC computation in accordance with ITB Clause 5.5.
 3. Bid Forms are provided at the back of the Bid Documents, use the prescribed form otherwise it will be ground for disqualification.
 4. Community Tax Certificate is also a requirement in addition to any government-issued ID in the Omnibus Sworn Statement and in the Bid Securing Declaration. The forms should also be completely filled-up. Absence of either the ID or CTC is a ground for disqualification.

V. ADJOURNMENT

There being no other matters to be discussed, the pre-bidding conference ended at 10:45 AM.

Prepared by:


GERARD E. GUZMAN
Member, BAC-A Secretariat

Noted:


BGEN ABRAHAM B BAGASIN (Ret)
Chairman, BAC-A

EPV- O.B.

ACAS-

LSE-

MPC-