



Republic of the Philippines
National Irrigation Administration
Quezon City

MINUTES OF PRE-BIDDING CONFERENCE
for the
**Supply and Delivery of Brand New Thirty-Four (34) Units Pick Up Truck, Double Cab, 4x4,
DED 3000 cc (maximum)**

Invitation to Bid No. NIACO-S-5R
September 17, 2020; 2:00 PM
Classroom "A", 3rd Floor, IEC Building, a
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
ALBERT D. ASTURIANO	-	Head, TWG
ARNOLD L. SALAZAR	-	Member, TWG
MARCIAL G. GEALONE, JR.	-	Member, TWG
CHRISTIAN C. CABREGA	-	Member, TWG
ELAINE P. VILLANUEVA	-	Head, Secretariat
ZOSIMO R. BAIRA	-	Member, Secretariat
GERARD E. GUZMAN	-	Support Staff, Secretariat
JENIFER JANE G. ALALAY	-	Support Staff, Secretariat

I.2. Absent:

DELSY J. REVELLAME	-	Provisional Member
MARY ANNABELLE C. DOMINGO	-	Member, TWG

I.3. Observers:

PEPITO L. PADILLA	-	IAS
ANGELO KARL DOCEO	-	COA
JONATHAN ACOB	-	COA

I.4. Unofficial Bidders

BIDDER	REPRESENTATIVE	DESIGNATION
1. MAKER COMMERCIAL CO., INC.	Mark Vivien I. Chio	Sales Manager
2. CARWORLD INC.	John Martin Musni	Fleet Officer

3. CITY WEST MOTORS CORP.	Mark Angelo Osmas	Saleshead
4. LAUS GROUP	Art Salazar	Fleet Manager
5. JAC MOTORS CORP.	Raffy Bayona	Sales Manager
6. TOYOTA QUEZON AVE,	Joanne Dinglavan Diorella Jean R. Alegana Guada Michelle Castro	Marketing Professional Marketing Professional Group Manager

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 2:00 P.M.

III. BUSINESS MATTERS

- The Chairperson welcomed and acknowledged the presence of BAC-A Members, the TWG, BAC-A Secretariat, Observers and the Bidder's Representatives and informed that the meeting was called for the bidding for the Supply and Delivery of Brand New Thirty Four (34) Units Pick-Up Truck, Double Cab, 4x4, DED, 3000 cc (maximum) Invitation to Bid No. NIACO-S-5R.
- 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. Zosimo R. Baira, Member of Secretariat, presented the General Information and all the requirements to be submitted by the bidders in Envelop 1 and Envelop 2.

For the information of the prospective bidders Ms. Elaine P. Villanueva, Head of the Secretariat presented the salient parts of the Bidding Documents particularly the Special Conditions of the Contract (SCC). She emphasized Clause 9 of the SCC which states that: *"The basis of payment shall be DTI Approved Suggested Retail Price (SRP) reckoning from the date of the bid opening."*

Likewise, she presented the Comparative Specifications Table (CST) for the thirty-four (34) units Pick-Up Truck.

She directed the attention of everyone to Clause 19 on Liquidated Damages of the Bidding Documents, according to her pursuant to GPPB Resolution 07-19, March 8, 2019, Clause 19 should read as:

"Subject to GCC Clauses 18 and 22, if the Supplier fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in this Contract inclusive of duly granted time extensions if any, the Procuring Entity shall, without prejudice to its other remedies under this Contract and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion of every day of delay until actual delivery or performance. Once the amount of liquidated damages reaches ten percent (10%), the Procuring Entity may rescind or terminate the Contract pursuant to GCC Clause 23, without prejudice to other courses of action and remedies open to it."

Instead of:

"Subject to GCC Clauses 18 and 22, if the Supplier fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in this Contract inclusive of duly granted time extensions if any, the Procuring Entity shall, without prejudice to its other remedies under this Contract and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the maximum is reached, the Procuring Entity shall rescind the Contract pursuant to GCC Clause 23, without prejudice to other courses of action and remedies open to it."

- After the presentation, the Vice Chairperson asked the prospective bidders one by one for questions and/or clarifications regarding the proposed contract.

1. MAKER COMMERCIAL CO., INC.

-No question.

2. CARWORLD, INC.

-No question.

3. CITY WEST MOTORS CORP

-No question.

4. LAUS GROUP

-No question.

5. TOYOTA QUEZON AVE.

Q. The representative asked, if there is a possibility that the prescribed thirty-day (30) day period prescribed by NIA be changed to sixty (60) days instead, because they may not be able to meet the deadline given the circumstances.

A: The Vice-Chairperson answered that the Committee will have to decide on the matter.

6. JAC MOTORS

Q. The representative echoed the request of the representative from Toyota.

A. The Vice-Chairperson answered that the Committee will have to discuss the request and added that any changes in the bidding documents supplemental bid bulletin will be issued and posted and if there are none the conditions presented in the Pre-Bidding Conference stays.

- The Vice Chairperson reminded everyone regarding the deadline of submission at 12:00 noon and opening of bids at 1:00 PM on September 30, 2020, 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

questions until September 21, 2020. Supplemental Bid Notice/s will be posted on September 23, 2020 in case of changes and additional instructions.

- 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-out. Absence of either the ID or CTC is a ground for disqualification.
 5. For any documents that requires notarization, make sure it is notarized, attached with the Community Tax Certificate, otherwise it will be ground for disqualification.
- The Chairperson then asked if there are any more questions or other matters to be discussed. There being none, the Chairperson declared the end of the pre-bidding conference.


V. ADJOURNMENT

There being no other matters to be discussed, the pre-bidding conference ended at 2:45 PM.

Prepared by:


GERARD E. GUZMAN
Member, BAC-A Secretariat

Noted:


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