



**Republic of the Philippines**  
 Department of Budget and Management  
**PROCUREMENT SERVICE**  
**BIDS AND AWARDS COMMITTEE**  
 PS DBM Compound, RR Road, Cristobal St., Paco, Manila  
 Tel. No. 689-7750



## MINUTES OF MEETING

Wednesday, November 28, 2018	1:00 PM	MEETING ROOM 1
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<b>MEETING CALLED BY</b>	<b>BIDS AND AWARDS COMMITTEE VII</b>	
<b>TYPE OF MEETING</b>	<b>PREBID CONFERENCE</b>	
<b>PROJECT</b>	<b>Supply, Delivery, Installation, Testing and Commissioning of Various Electric Generating Set for the Professional Regulation Commission (PRC)</b>	
<b>REFERENCE NO.</b>	<b>PUBLIC BIDDING NO. 18-395-7</b>	
<b>ATTENDEES</b>	<b>Bids and Awards Committee VII</b>	
	Ms. Rosalinda V. Dapito	Chairperson
	Mr. Vic Anthony A. Tubon	Vice Chairperson
	Ms. Kaila M. Jaronay	Provisional Member (PMOIC)
	Mr. Aldrich Lunag	Provisional Member (AdHoc)
	<b>Procurement Division VII</b>	
	Mr. Ulysses E. Mora	Member
	Engr. Antonio Hermida	Member
	<b>End-user's Representative:</b>	
	Mr. Angelito A. Gerona	PRC Consultant

	<p><b>Bidders:</b></p> <table border="0"> <tr> <td>Mr. Jimmy Ng</td> <td>LTE Concrete Solutions, Inc.</td> </tr> <tr> <td>Ms. Lina Tolentino</td> <td>LTE Concrete Solutions, Inc.</td> </tr> <tr> <td>Mr. Paolo Villanueva</td> <td>Trade Venture</td> </tr> <tr> <td>Mr. Felomino Marcelino III</td> <td>Maker Commercial Co. Inc.</td> </tr> <tr> <td>Ms. Giohannie Palma</td> <td>Fil Generator</td> </tr> <tr> <td>Mr. Elmer Balderis</td> <td>Innovalite Inc.</td> </tr> <tr> <td>Mr. Jerson Quimao</td> <td>Innovalite Inc.</td> </tr> </table>	Mr. Jimmy Ng	LTE Concrete Solutions, Inc.	Ms. Lina Tolentino	LTE Concrete Solutions, Inc.	Mr. Paolo Villanueva	Trade Venture	Mr. Felomino Marcelino III	Maker Commercial Co. Inc.	Ms. Giohannie Palma	Fil Generator	Mr. Elmer Balderis	Innovalite Inc.	Mr. Jerson Quimao	Innovalite Inc.
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Ms. Giohannie Palma	Fil Generator														
Mr. Elmer Balderis	Innovalite Inc.														
Mr. Jerson Quimao	Innovalite Inc.														
<p><b>CALL TO ORDER</b></p>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Prebid Conference</b> started at <b>1:50 PM</b> with the Chairperson presiding.</li> <li>2. The Secretariat acknowledged the presence of the attendees, and stated that with the presence of the four (4) members of the BAC, the required quorum has been established.</li> <li>3. The Secretariat stated BAC'S compliance with regard to the invitation of Observers.</li> <li>4. Mr. Mora presented the general requirements for government procurement.</li> </ol>														

**DISCUSSIONS**

**I. BID DOCUMENTS**

<p><b>INSTRUCTIONS TO BIDDERS</b></p>	<p><b>SECTION II</b></p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<p><b>BID DATA SHEET</b></p>	<p><b>SECTION III</b> ITB Clause 20.3 Page 41</p> <p>X X X</p> <p>Each Bidder shall submit one (1) original and one (1) copy <del>two (2) copies</del> of the first and second components of its bid. 1st copy- marked as 'ORIGINAL'; and 2nd copy- marked as 'COPY 1', <del>and 3rd copy- marked as 'COPY 2'.</del></p> <p>The duplicate- <i>i.e.</i> <del>copies copy 1 and 2</del>, must include the same documents as that of the original set of documents. In case, however, a bidder opts to submit cash as bid security, copy 1 need not contain photocopies of the same.</p> <p>X X X</p>

	<p>- <i>to amend the requirement from "one (1) original and two (2) copies" to "one (1) original and one (1) copy"</i></p>
	<p>ITB Clause 29.2 Page 43</p> <p>x x x</p> <p>For purposes of post-qualification the following document(s) shall be required to be submitted within five (5) calendar days from receipt of notice from the BAC</p> <p>x x x</p> <p>10. List of service centers indicating name, location or address, owner and contact details (email, phone numbers) with details of services provided or Service Level Agreement (SLA) signed by the suppliers and the service center.</p> <p>x x x</p> <p>➤ A representative from Trade Venture raised whether it is required to have service centers specifically in Tuguegarao and Legaspi.</p> <p>- <i>The BAC clarified that the requirement is either service center or SLA as indicated in the aforementioned document.</i></p>
<b>GENERAL CONDITIONS OF THE CONTRACT</b>	<p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<b>SCHEDULE OF REQUIREMENTS</b>	<p>SECTION VI Page 68</p> <p>x x x</p> <p>DELIVERY PERIOD:</p> <p>Within ninety (90) Calendar Days from the date indicated in the Notice to Proceed (NTP)</p> <p>x x x</p> <p>- <i>Proponents confirmed that they can comply with the delivery period.</i></p>
<b>TECHNICAL SPECIFICATIONS</b>	<p>Section VII</p>

ITEM NO. 2: SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF 100kVA ELECTRIC GENERATING SET (LEGAZPI OFFICE)

1. Standby Rating ( kW/ kVA): Standby Rating ( kW/ kVA)
  - A representative from LTE raised whether the 125KVA will be acceptable.
    - *The Vice Chairperson clarified that the specifications are minimum.*
2. 24V Starting battery complete with cables: 1 set
  - A representative from Trade Venture proposed to amend the "24V" starting battery to "12V".
    - *The Committee took note of the concern and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project.*
3. Warranty: Three (3) years on labor, parts and services
  - *It was clarified that the warranty shall remain at no fault of the End-user. The bidders, however shall clarify their warranty to determine the scope of the warranty.*
4. Location
  - Trade Venture inquired if the generator set pad is included to the scope of works.
    - *The BAC answered in the affirmative.*
5. Generators must be silent type.
6. Trade Venture likewise asked if the concreting of the enclosure is included in the scope of works.
  - *The Committee took note of the concern and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project.*
7. The BAC clarified that the budget for the project include the supply, delivery, testing and commissioning of the generator sets.

Section VIII

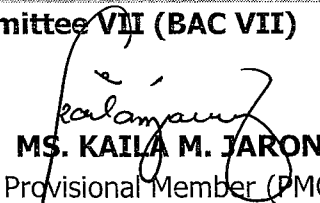

**BID FORMS**

There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents

**III. OTHER MATTERS**

**OTHER MATTERS**

1. The following points were also emphasized:
  - Authority of Signatory
    - All signatures must be the authorized representative which was reflected in the Authority of Signatory.

	<ul style="list-style-type: none"> <li>• For the required Competent Evidence of Identity <ul style="list-style-type: none"> <li>- Based on the Rules on Notarial Practice, only government-issued IDs bearing the photograph and signature of the affiant are acceptable evidences. Community Tax Certificate (CTC) is not allowed.</li> </ul> </li> <li>• No. 10<sup>th</sup> statement under the Omnibus Sworn Statement <ul style="list-style-type: none"> <li>- Notices shall be transmitted in any of the telephone/fax numbers and/or e-mail address/es provided under the 10<sup>th</sup> statement and are deemed received as of its transmittal (not as of receipt by the bidder) and the reckoning period for the reglementary periods stated in the bidding documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.</li> </ul> </li> <li>• Documents such Bid Securing Declaration and Bid Form must reflect the reference number which specific to the project.</li> </ul> <p>2. Amendments and clarification, if any, will be issued through a Supplemental/ Bid Bulletin.</p> <p>3. The PMOIC presented the matrix of schedule of bidding activities and reiterated that should the bidders have additional queries, the same shall be in writing and last of written clarifications shall be on December 3, 2018.</p>
ATTACHMENTS	None
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at <b>3:00 PM.</b>
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on November 28, 2018.
PREPARED BY	
CERTIFIED CORRECT	<p><b>Bids and Awards Committee VII (BAC VII)</b></p> <p>  <b>MS. KAILA M. JARONAY</b>  Provisional Member (PMOIC)</p> <p>  <b>MR. ALDRICH LUNAG</b>  Provisional Member (AdHoc Member)</p>

*d*



**MR. VIC ANTHONY A. TUBON**  
Vice Chairperson


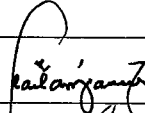



**MS. ROSALINDA V. DAPITO**  
Chairperson

*Note: For the purpose of this Minutes and for better understanding of its contents, the following rules shall apply: (a) ~~Double Strike-out~~ – denotes deletion; (b) Underline – denotes inclusion or new item/requirement; and "xxx" – denotes separation of phrase/s being amended from the rest of the main text.*

**ATTENDANCE FOR BAC VII BIDDING ACTIVITIES  
DATE: NOVEMBER 28, 2018**

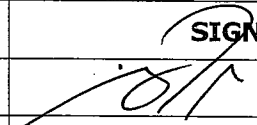
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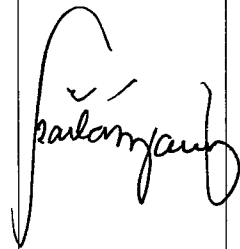
NAME	DESIGNATION	SIGNATURE	Time In <sup>1</sup>	Time out <sup>2</sup>
Ms. Rosalinda V. Dapito	Chairperson		1:20	
Mr. Vic Anthony A. Tubon	Vice Chairperson			
Atty. Divina Gracia Bacal	Regular Member			
Ms. Kaila M. Jaronay	Provisional Member (PMOIC)			
Mr. Aldrich Lunag	Provisional Member (AdHOC)			

**DIVISION CHIEFS:**

NAME	DIVISION	SIGNATURE

**PROCUREMENT DIVISION VII:**

NAME	SIGNATURE
MYSES E. MONA	
Antonio Hermida	

TIME	ACTIVITY	REF NO	TITLE	Agency	Secretariat	TWG
1:00 PM	Prebid	PB No 18-395-7	Supply, Delivery, Installation, Testing and Commissioning of Various Electric Generating Set	PRC		
					Time In:	Time In:

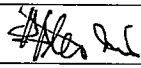
<sup>1</sup> to be filled out by the BSD

<sup>2</sup> to be filled out by the BSD

**OBSERVERS:**

NAME	OFFICE	SIGNATURE
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**END USER'S REPRESENTATIVES**

NAME	OFFICE	EMAIL ADDRESS	CONTACT NUMBER	SIGNATURE
1. ANGELITO A. GERONA (PRC Consultant for PRC's IWS Rep.)	PRC	gerona.antonio@uph.com	09495673769	
2.				
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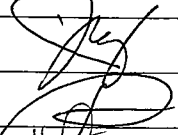
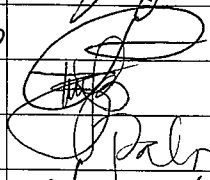
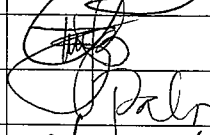
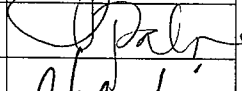
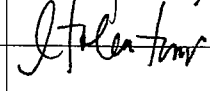
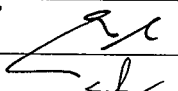
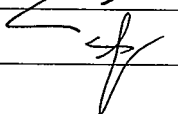
**OTHER ATTENDEES:**

NAME	DIVISION	SIGNATURE



1:00 PM	Prebid	PB No 18-395-7	Supply, Delivery, Installation, Testing and Commissioning of Various Electric Generating Set	PRC
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**BIDDERS:**

NAME	COMPANY	EMAIL ADDRESS	CONTACT NUMBER	SIGNATURE
1. JIMMY NG	LTE CONCRETE SOLUTIONS INC	jimmyngph2014@yahoo.com-ph	09568339775	
2. PAOLO VILLANUEVA	ITRIZ VENTURE	tvic1994@gmail.com	09178848853	
3. FELOMINO B. MARCELINO JR	MARKER COMMERCIAL CO. INC	phbmarcelino@gmail.com	09266654033	
4. GIOHANNIE PALMA	FIL GENERATORS	filgenerator@yahoo.com	09171404213	
5. LINA FLORENTINO	LTE	jimmyngph2014@yahoo.com	09276541136	
6.				
7. INNOVALITE INC	Innovalite Inc			
8. ELMER BALDERRA		ee6@innovalitephilippines.com	07175950266	
9. JESSON QUIMRO	Innovalite	jq@innovalitephilippines.com	042-47309	
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