



Republic of the Philippines
 Department of Budget and Management
PROCUREMENT SERVICE
BIDS AND AWARDS COMMITTEE



MINUTES OF MEETING

Thursday, April 25, 2019 10:30 AM CONFERENCE ROOM B

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE IX														
TYPE OF MEETING	PREBID CONFERENCE														
PROJECT	SUPPLY AND DELIVERY OF VARIOUS MOTOR VEHICLES FOR THE LAND REGISTRATION AUTHORITY (LRA)														
REFERENCE NO.	PUBLIC BIDDING NO. 19-134-9														
ATTENDEES	<p>Bids and Awards Committee VII</p> <table> <tr> <td>Engr. Ian T. Fajarito</td> <td>Chairperson</td> </tr> <tr> <td>Ms. Ma. Jennifer R. Jimenez</td> <td>Vice – Chairperson</td> </tr> <tr> <td>Atty. Mary Geanellie M. Cabrera</td> <td>Regular Member</td> </tr> <tr> <td>Mr. Rojim RJ C. Espere</td> <td>Provisional Member, PS (PMOIC)</td> </tr> <tr> <td>Mr. Noel Sabariza</td> <td>Provisional Member, Agency</td> </tr> </table> <p>Procurement Division IX</p> <table> <tr> <td>Mr. Vincent Joseph D. Disu</td> <td>Secretariat</td> </tr> </table> <p>Bidders:</p> <table> <tr> <td>Mr. Dante B. Cindal</td> <td>Hyundai, Commonwealth</td> </tr> </table>	Engr. Ian T. Fajarito	Chairperson	Ms. Ma. Jennifer R. Jimenez	Vice – Chairperson	Atty. Mary Geanellie M. Cabrera	Regular Member	Mr. Rojim RJ C. Espere	Provisional Member, PS (PMOIC)	Mr. Noel Sabariza	Provisional Member, Agency	Mr. Vincent Joseph D. Disu	Secretariat	Mr. Dante B. Cindal	Hyundai, Commonwealth
Engr. Ian T. Fajarito	Chairperson														
Ms. Ma. Jennifer R. Jimenez	Vice – Chairperson														
Atty. Mary Geanellie M. Cabrera	Regular Member														
Mr. Rojim RJ C. Espere	Provisional Member, PS (PMOIC)														
Mr. Noel Sabariza	Provisional Member, Agency														
Mr. Vincent Joseph D. Disu	Secretariat														
Mr. Dante B. Cindal	Hyundai, Commonwealth														

J






CALL TO ORDER	<ol style="list-style-type: none"> 1. The scheduled Prebid Conference started at 10:30AM with the Chairperson presiding. 2. The Secretariat acknowledged the presence of the attendees, and stated that with the presence of the five (5) members of the BAC, the required quorum has been established. 3. The Secretariat stated BAC'S compliance with regard to the invitation of Observers. 4. The Secretariat presented the general requirements for government procurement.
----------------------	---

DISCUSSIONS

I. BID DOCUMENTS	
INVITATION TO BID	There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.
INSTRUCTIONS TO BIDDERS	SECTION II There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.
BID DATA SHEET	SECTION III There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.
GENERAL CONDITIONS OF THE CONTRACT	SECTION IV There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.
SPECIAL CONDITIONS OF THE CONTRACT	SECTION V There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.
SCHEDULE OF REQUIREMENTS	SECTION VI Page 68 Lot No. 3 DELIVERY PERIOD

	<p>xxx</p> <p>Within fifteen (15) calendar days from the receipt of Notice to Proceed (NTP)</p> <p>xxx</p> <ul style="list-style-type: none"> ➤ Chairperson asked Hyundai Commonwealth if it is possible for a fifteen (15) calendar days delivery period. <ul style="list-style-type: none"> - <i>Hyundai Commonwealth answered in the affirmative.</i>
TECHNICAL SPECIFICATIONS	<p>Lot No. 4 Pages 74 – 75</p> <p>Airbag: Driver</p> <ul style="list-style-type: none"> ➤ Hyundai Commonwealth proposed that the requirement be Manufacturer’s Standard. <ul style="list-style-type: none"> - <i>The Committee took note of the request and amendments, if any and shall be reflected in the Supplemental/Bid Bulletin to be issued for the project.</i> <p>xxx</p> <p>Windows / Doors: Power Control</p> <ul style="list-style-type: none"> ➤ Hyundai Commonwealth informed that body that powered control windows are not applicable to mini bus. <ul style="list-style-type: none"> - <i>The Committee took note of the request and amendments, if any and shall be reflected in the Supplemental/Bid Bulletin to be issued for the project.</i> <p>xxx</p> <p>Seat Cover: Standard Matting: One (1) Set</p> <ul style="list-style-type: none"> ➤ Hyundai Commonwealth requested to delete the two requirements due to budget constraint. <ul style="list-style-type: none"> - <i>The Committee took note of the request and amendments, if any and shall be reflected in the Supplemental/Bid Bulletin to be issued for the project.</i>
BID FORMS	<p>Section VIII</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
III. OTHER MATTERS	
OTHER MATTERS	<p>1. The following points were also emphasized:</p>

	<ul style="list-style-type: none"> • For the required Competent Evidence of Identity <ul style="list-style-type: none"> - Based on the Rules on Notarial Practice, only government-issued IDs bearing the photograph and signature of the affiant are acceptable pieces of evidence. Community Tax Certificate (CTC) is not allowed. • No. 10th statement under the Omnibus Sworn Statement <ul style="list-style-type: none"> - It was emphasized that notices shall be transmitted via fax or electronic mail as provided under the tenth (10th) statement. Notices are deemed received on the date of transmittal, as provided in the bidding documents and the 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. <p>2. 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 October 19, 2018.</p>
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 12NN.
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on April 25, 2019.
PREPARED BY:	 MR. ROYM R. C. ESPERE Provisional Member, PS (PMOIC)
CERTIFIED CORRECT	<p style="text-align: center;">The Bids and Awards Committee IX (BAC IX):</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>MR. NOEL SABARIZA Provisional Member, LRA</p>  <p>MS. MA. JENNIFER R. JIMENEZ Vice-Chairperson</p> </div> <div style="text-align: center;"> <p>ATTY. MARY GEANELLIE M. CABRERA Regular Member</p>  <p>ENGR. IAN T. FAJARITO Chairperson</p> </div> </div>

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.