

<p>CALL TO ORDER</p>	<ol style="list-style-type: none"> 1. The scheduled Prebid Conference started at 10:05 AM with the Chairperson presiding. 2. The Provisional Member (PMO-In-Charge) 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.
<p>COMPLIANCE TO R.A. 9184</p>	<p>After having established the required quorum to conduct the pre-bid conference, the PMOIC presented the invitation to observers in compliance to R.A. 9184.</p> <ul style="list-style-type: none"> ➤ The PMO-In-Charge discussed the general requirements for government procurement of goods. During the discussion the following topics were tackled; the purpose of Pre-bid Conference who can participate, proofs of bidder's eligibility, suggested forms, sequencing of documents, marking and packaging suggestions and BAC IX contact details amongst others.

DISCUSSIONS

<p>I. BID DOCUMENTS</p>												
<p>INVITATION TO BID</p>	<p>SECTION I</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>											
<p>BID DATA SHEET</p>	<p>SECTION III</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>											
<p>GENERAL CONDITIONS OF THE CONTRACT</p>	<p>SECTION IV</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>											
<p>SPECIAL CONDITIONS OF THE CONTRACT</p>	<p>SECTION V</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>											
<p>SCHEDULE OF REQUIREMENTS</p>	<p>Page No. 70</p> <table border="1" data-bbox="507 1720 1437 1827"> <thead> <tr> <th data-bbox="507 1720 603 1827"> <p>Lot No.</p> </th> <th data-bbox="603 1720 754 1827"> <p>Quantity /UOM</p> </th> <th data-bbox="754 1720 1054 1827"> <p>Item/Description</p> </th> <th data-bbox="1054 1720 1437 1827"> <p>Delivery Period</p> </th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>				<p>Lot No.</p>	<p>Quantity /UOM</p>	<p>Item/Description</p>	<p>Delivery Period</p>				
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	<table border="1" data-bbox="507 152 1437 342"> <tr> <td data-bbox="507 152 600 342">1</td> <td data-bbox="600 152 751 342">1 lot</td> <td data-bbox="751 152 1054 342">Supply, Delivery and Installation of Office Furniture and Fixtures for the NEDA Region IV-A</td> <td data-bbox="1054 152 1437 342">Within Forty Five (45) Calendar Days from receipt indicated in the date of the Notice to Proceed (NTP)</td> </tr> </table> <p>xxx</p> <ul style="list-style-type: none"> ➤ A prospective bidder from Citimex, Inc. requested to adjust the delivery period from forty-five (45) calendar days to sixty (60) calendar days. <ul style="list-style-type: none"> - <i>The Committee took note of the suggestion and any amendment, if any, shall be reflected in the Supplemental/ Bid Bulletin to be issued for the project.</i> 	1	1 lot	Supply, Delivery and Installation of Office Furniture and Fixtures for the NEDA Region IV-A	Within Forty Five (45) Calendar Days from receipt indicated in the date of the Notice to Proceed (NTP)
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<p>TECHNICAL SPECIFICAITONS</p>	<p>Lot No. 1 Page 72-74</p> <ul style="list-style-type: none"> ➤ The prospective bidders requested for the pictures of the items as reference. <ul style="list-style-type: none"> - <i>The Committee took note of the request.</i> ➤ A prospective bidder from Progress Home suggested to increase the tolerance in dimension for all items from ±10mm to ±50mm. <ul style="list-style-type: none"> - <i>The Committee took note of the suggestion and any amendment, if any, shall be reflected in the Supplemental/ Bid Bulletin to be issued for the project.</i> 				
<p>BIDDING FORMS</p>	<ul style="list-style-type: none"> - <i>It was emphasized that the prescribed bidding forms provided in the bidding documents shall be used by the prospective bidders for their submissions.</i> 				

II. 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 evidences. 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 in any of the telephone/fax numbers and/or e-mail address/es provided under the 10th 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. <p>➤ All other pertinent portions of the bidding documents were presented and no other clarifications were raised.</p> <p>➤ 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 03, 2019.</p>
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:05AM.
CERTIFICATION	We certify that the foregoing is the true account of the Pre-Bid Conference conducted on September 30, 2019.
CERTIFIED CORRECT	<p>The Bids and Awards Committee IX (BAC IX)</p> <p style="text-align: center;">SGD. MR. VALTER MORADA Provisional Member (Alternate Ad Hoc), NEDA Region IV-A</p> <p style="text-align: center;">SGD. MR. VINCENT JOSEPH D. DISU Provisional Member (PMOIC), PS</p>

SGD.
ATTY. MARY GEANELLIE M. CABRERA
Regular Member

SGD.
ENGR. IAN T. FAJARITO
Chairperson