



Excerpts from Pre Bidding Conference minutes of the BAC conference held at DA Library, DA RFO 5, San Agustin, Pili, Camarines Sur on September 28, 2018, at 9:45 AM.

Present:

Rosario C. Sales
Rosita M. Imperial
Rodel P. Tornilla
Engr. Teodoro C. Eleda
Dr. Josefina U. Bañadera
Janet M. Pasamba
Teodorico R. Ramos
Engr. Florinda Z. Babilonia
Gilbert S. Salcedo
Rosita C. De Lumen
Janessa Relativo
Maria Salome C. Buen
Marion S. Noceda
Jeanet N. Saldivar
Anacleto B. Esplana
Maria Grace Rodriguez

BAC Chairperson
BAC Vice-Chairperson
BAC Member
BAC Member
BAC Member
BAC Secretariat Member
BAC Secretariat Member
BAC Secretariat Member
BAC TWG
BAC TWG
BAC TWG
BAC TWG
End User
End User
End User
End User

Absent:

Adelina A. Losa
Imelda P. Acompañado
Engr. Nilda T. Albaño
Francina A. Follosco
Engr. Peñafrancia O. Suzara
Alfredo Rillo

BAC Member
BAC Member
BAC Secretariat Head
BAC Secretariat Member
BAC Secretariat Member
Private Sec. Rep (Observer)

Bidder/s:

Design Excellence Home and Office System Co.
Filcrafters Inc.
AIMS Agri Ventures Inc.

Ramon Baquiran
Adel Labiste
King Fabricante

I. Business Matters

The presiding officer, BAC Chairperson Sales called the meeting to order at 9:45 AM. The Chair declared a quorum.

II. PRE-BIDDING CONFERENCE

Project Title:

1. Supply and delivery of 134 pcs Foldable Tables, 350 pcs Foldable Chairs and 75 units Durable Adult Bunk Bed for use of RIARS Training Hall & DA Dorm

ABC – Php 2,098,320.00

The Chair acknowledged the presence of the prospective bidders;

1. Design Excellence Home and Office System Co.
2. Filcrafters Inc.

BAC Secretariat presented the technical specification of the items to be bided for information, clarification, and finalization.

<i>Issues Raised</i>	<i>Queries/Clarifications from Bidders</i>	<i>Clarifications</i>
Technical Specification	Representative from Design Excellence Home and Office System Co. asked regarding the item description for the Durable Adult Bunk Bed. They continued to offer other options such as a double deck or single pull-out bed.	Upon deliberation, it was agreed that the use of single pull-out bed will be acceptable if the material used were steel. The same information, together with the verified specs, would be included to the bid bulletin.
	Representative from Filcrafters Inc. requested to check the existing movable tables and chairs.	The end user agreed and invited the bidders to inspect the RIARS Training Hall and DA Dorm after the BAC Conference. The designs, dimensions, and materials would be included to the bid bulletin.
	Representative from Filcrafters Inc. asked if the BAC may extend the deadline of the delivery period from 30 calendar days to 45 calendar days, in case of delay of delivery of imported materials.	The body agreed to amend the delivery period from "30" calendar days to "30 to 45" calendar days.

The BAC Secretariat is instructed to release the bid bulletin seven days before the date of the bid opening. The date of the bid opening is scheduled for October 10, 2018.

Project Title:

2. Supply and delivery of 2 units Combine Harvester under Rice Program

ABC – Php 2,000,000.00

The item is for resolution for a repeat order, however, the deadline has elapsed, hence subject for a new process for public bidding.

The Chair acknowledged the presence of the lone prospective bidder;

1. AIMS Agri Ventures Inc.

<i>Issues Raised</i>	<i>Queries/Clarifications from Bidders</i>	<i>Clarifications</i>
Technical Specification	Representative from AIMS Agri Ventures Inc. asked, under the accessories, to remove the steel ramp, since the trailer already had a built-in ramp in its features.	The body agreed to change the technical specifications, and for the information to be included in the bid bulletin.
	The bidder asked if the BAC may extend the deadline of the delivery period from 30 calendar days to 45 calendar days.	The body denied the proposal raised by the bidder. The items are easy to fabricate and there is no reason for the delay in delivery.

The BAC Secretariat is instructed to release the bid bulletin seven days before the date of the bid opening. The date of the bid opening is scheduled for October 10, 2018.

Project Title:

3. Supply and delivery of furniture and fixtures for use at 3rd floor Operations Building

ABC – Php 2,180,000.00

The Chair acknowledged the presence of the prospective bidders;

1. Design Excellence Home and Office System Co.
2. Filcrafters Inc.

BAC Secretariat presented the technical specification of the items to be bid for information, clarification, and finalization.

<i>Issues Raised</i>	<i>Queries/Clarifications from Bidders</i>	<i>Clarifications</i>
Technical Specification	Representative from Filcrafters Inc. asked, regarding the electrical fixtures. They were notified that it included exhaust fans, air conditioning unit, and emergency light.	The BAC Committee recommended to split the bid into lots; (1) furniture and fixture, and for (2) electrical fixtures, and for it to be included in the bid bulletin.
	Representative from Filcrafters Inc. asked for the layout and the dimensions, materials, and color of the furniture and fixtures.	The end user agreed to submit the additional layout, floor plans and verified specs for the items. The designs, dimensions, and materials would be included to the bid bulletin.
	Representative from Design Excellence Home and Office System Co. inquired, on the details for the stage fixtures and whether an existing stage was already in use.	The end user indicated the attached stage plan as well as invited the bidders to inspect the venue, as well as the existing stage already installed at DA parking lot, for reference.
	Representative from Filcrafters Inc. asked if the BAC may extend the deadline of the delivery period from 30 calendar days to 45 calendar days, in case of delay of delivery of imported materials.	The body agreed to amend the delivery period from "30" calendar days to "30 to 45" calendar days.

The BAC Secretariat is instructed to release the bid bulletin seven days before the date of the bid opening. The date of the bid opening is scheduled for October 9, 2018.

Project Title:

4. (2nd invitation) 200 bags Inbred Seeds (FS/RS/CS)

ABC – Php 280,000.00

No prospective bidders attended for the above project. This is already the 2nd invitation, however pre-bid is not mandatory for the supplier. The end user is instructed to avoid using various varieties for an item which may lead to vagueness.

The BAC Secretariat is instructed to release the bid bulletin seven days before the date of the bid opening. The date of the bid opening is scheduled for October 10, 2018.

Project Title:

5. Fabrication of Office Fixtures and Repair of FPOPD office

ABC – Php 1,300,000.00

The Chair requested the attention of the committee on the defect of the ORS, in particular, the source of fund. The procurement was indicated to be under capital outlay when the said procurement should be under infrastructure.

Upon deliberation, the committee recommended for the cancellation of the bidding due to error in the fund source. The end user is instructed to remedy the defect before proceeding for a new process for public bidding.

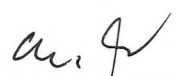
Adjournment:

There being no other queries and clarifications from prospective bidders, the meeting adjourned at 11:06 P.M.

CERTIFIED TRUE AND CORRECT


ENGR. NILDA T. ALBAÑO
BAC Secretariat Head

ATTESTED:


ROSARIO C. SALES
Chief, Admin & Finance Division
BAC Chairperson
