



Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Araneta Street, Singang, Bacolod City
Philippines 6100
TIN 0000-784-336

REGIONAL BIDS AND AWARDS COMMITTEE

Minutes of the Prebid Conference

25 units 90 Hp Tractors
25 sets Farm Implements

Date: May 26, 2020; 9:30 a.m.

Location: SRA Conference Room, Sugar Regulatory Administration, Bacolod City

In attendance:

From the Regional Bids and Awards Committee

Atty. Ignacio S. Santillana, Chairman

Wilfredo Monares, Vice-Chairman

Rosario Te, Regular Member

Ma. Lourdes Dormido, Regular Member

Michael Glenn Monte, Alternate Regular Member

Roberto Velasco, TWG Member

From the End-user

Helen Lobaton

From the RBAC Secretariat

Maria Lucia Sanchez

Ceres June Pedrosa

Prospective Bidders

Agricom Visayas, Inc. – Jave Agus

Agricomponent Corporation – Samson Galit (via Zoom)

Abomar Equipment Sales Corp. – Lewill John Tagapan and Danilo Palomar (via Zoom)

Filholland Corporation – Edwin Patenio and Edward Pancho

Ford Tractor Phils., Inc. – Irene Solatorio

ACETC – Al Joy Alvarez

P.I. Farm Products, Inc. - Rangie Tacardon

Bacolod Agri. Land Mach Corporation – Jealin Balinas

I. Call to order: at 9:30 p.m. by Atty. Ignacio Santillana, RBAC Chairperson and stating the Prebid Conference for the supply and delivery of 25 units 90 Hp Tractors and 25 sets Farm Implements under Invitation to Bid No. 2020-06.

- A. RBAC officers and members present were introduced and a quorum was declared.
- B. Prospective bidders' representatives present were introduced.
- C. The postponement of the bid opening on June 9, 2020 was announced.

II. Inquiries and Clarifications

- A. All present were provided with the Checklist of the Eligibility and Technical Documentary Requirements and the Technical Specifications.

B. RBAC Chairperson Atty. Santillana enumerated the list of Eligibility and Technical Documentary requirements and the following were given emphasis:

- No request for delivery extension shall be granted. The 60-day delivery requirement should be strictly complied with in view of the implementation of the cash-based budgeting. A special provision shall be stipulated in the contract that in the event that the supplier fails to deliver the goods within the required delivery period, the contract shall be rescinded and the supplier will be liable for delay damages.
- Strict compliance with the notarial law requirement for the notarization of documents on the use of government-issued I.D.s and the non-acceptance of the Community Tax Certificate or "cedula." Ensure to hire the notarial services of authentic and not ambulant notaries.
- Ensure that the signatories of the bid documents are those authorized under the company's Secretary's Certificate.

C. The Terms of Reference were read and clarifications were sought by the prospective bidders on the requirements stated under the Section VII. Technical Specifications of the Bidding Documents. A summary of the queries are stated below.


25 units 90 Hp Tractors	
Abomar Equipment Sales Corporation	Item 32. Requested to extend the delivery time of tractors from 60 calendar days to 120 cd
	Item 29. Is it okay to utilize the tractor of one of our local customers during the prototype presentation for post-qualification?
ACETC	Item A.18. Is it okay to submit electronic documents or scanned copy of documents?
	Item A.37. Is it okay if we deliver the operational manuals during the delivery of items?
Agri Component Corporation	Item A.27. Can a son or nephew or relative issue a notarized affidavit in lieu of the owner /original buyer of the tractor?
	Item A.21. In view of the covid pandemic situation, can the manufacturer submit a scanned copy of the Notarized Affidavit that the particular brand or the renamed brand is available in the Philippine market for the last thirty-five years and will send the original copy during post qualification?
	Item A.27. If the supplier opts to offer different brands, does it not contradict the requirement on the submission of a notarized affidavit from the local owner of the brand attesting that the tractor was purchased locally for the past 35 years? This is in view of the statement of RBAC to allow different brands of tractors to be offered for the supplier to be compliant in its complete delivery of 25 units Tractors taking into consideration the delivery of 60 calendar days without extension.
	Item A.35. Requested that the Warranty period will follow the manufacturer's standard warranty period which is one year.

25 sets Farm Implements	
ACETC	Since we have different budgets for each type of implements, is the budget of Php1M fixed for each set of three Implements? Can't it be subdivided? Can we supply only one implement instead of the three?
Landmach	Item B.11. Requested to retain the 120 cd delivery time of the farm implements. This is in view of the statement from RBAC that the delivery period is supposedly 60 cd and not 120 cd as incorrectly stated.
Agricom	Item 20.1. Clarification on the provisions on the Instruction to bidders - Format and Signing of Bids Item 19.1 and Sealing and Marking of Bids


Instead of addressing the queries during the conference, RBAC Chairperson Atty. Santillana requested the prospective bidders to submit them in writing and gave the deadline of submission until 12 noon on May 29, 2020.

Conference adjourned at 11:01 a.m. with a closing announcement that a supplemental/bid bulletin on the clarifications will be posted at the PhilGEPs/SRA websites.

Prepared by:


MARIA LUCIA C. SANCHEZ
 RBAC Secretariat Head

Noted:


ATTY. IGNACIO S. SANTILLANA
 RBAC Chairperson