



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

REGIONAL BIDS AND AWARDS COMMITTEE Minutes of the Prebid Conference

MOTORCYCLES - REBID

Date: June 16, 2020; 9:30 a.m.

Location: Conference Room, SRA, Bacolod

In attendance:

From the Regional Bids and Awards Committee

Wilfredo Monares, Vice Chairperson

Rosario Te, Regular Member

Ma. Lourdes Dormido, Regular Member

Michael Glenn Monte, Provisional Member

Wilson Lamig, TWG Member

From the RBAC Secretariat

Maria Lucia Sanchez

Ceres June Pedrosa

From the End-user

Helen Lobaton

Prospective Bidder

EMCOR Enterprises

- I. **Call to order:** at 10:00 a.m. by Wilfredo Monares, RBAC Vice Chairperson and stating the Prebid Conference for the supply and delivery of Motorcycles under Invitation to Bid No. 2020-08.

- A. Introduction of RBAC officers and members in quorum
- B. Acknowledgment of the presence of prospective bidder


II. Inquiries and Clarifications

- A. Emcor Enterprises representatives were provided with the Checklist of the Eligibility and Technical Documentary Requirements and the Technical Specifications.
- B. RBAC Vice Chairperson Wilfredo Monares enumerated the list of Eligibility and Technical Documentary requirements and giving emphasis on the following:
 - 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"
 - In the Secretary's Certificate where two persons are authorized as signatories, as linked by "and," both will be strictly required to sign the bid documents. If, however, either of the two persons is authorized, as linked by "or," then only one of them will be required to sign the bid documents.
- C. Clarifications on Prospective Bidders' Queries and RBAC Recommendations

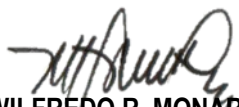
- Acceptance of the Official Receipt in lieu of the Mayor's Permit
- Itemize the tools that will be included in the offer.
- Helmet is included in the offer.
- Any color is acceptable.

Conference adjournment at 11:00 a.m.

Prepared by:


MARIA LUCIA C. SANCHEZ
RBAC Secretariat Head

Noted:


WILFREDO R. MONARES
RBAC Vice Chairperson