



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
IT EQUIPMENT (COB)

Date: August 5, 2019; 1:30 p.m.

Location: SRA Conference Room, Bacolod City

In attendance:

From the Regional Bids and Awards Committee

Atty. Ignacio Santillana, Chairperson

Wilfred Monares, Vice Chairperson

Ma. Lourdes Dormido, Regular Member

Rosario Te, Regular Member

Michael Glenn Monte, Alternate Member

Noli Tingson, TWG

From the RBAC Secretariat

Maria Lucia Sanchez

Ceres June Pedrosa

Prospective Bidders

Lou Santander – Teranova Computers

Paulo Lim – Emcor, Lopez Jaena

Femie Murillo – Hardy Marketing Enterprises

I. Call to order: at 1:30 p.m. by RBAC Chairperson Atty. Ignacio Santillana

II. Inquiries and Clarifications

All prospective bidders present were provided with the Checklist of the Eligibility and Technical Documentary Requirements and the Technical Specifications.

A. RBAC Chair Atty. Santillana presented in detail the Eligibility and Technical Documentary requirements and gave emphasis on the following:

- Submit only the PhilGEPS Registration Certificate but if the documents stated in Annex A, is expired as stated, attach the current and valid document.
- Compliance with notarial law requirement for the notarization of Bid Securing Declaration, Omnibus Sworn Statement and Secretary's Certificate/Board Resolution.
- Signatory of the documents for corporations must be authorized through a Secretary's Certificate or Board Resolution.
- Representative must be authorized through a Special Power of Attorney.
- Bid Prices for items to be bid must be enumerated in the Bid Form.
- Required technical specifications, as stated in the Bidding Documents, should be adhered to; alternative offers will not be considered.

B. There were no queries on the technical specifications from the prospective bidders.

Conference adjourned at 2:30 p.m. with a closing announcement that a supplemental/bid bulletin on the amendments will be posted at the PhilGEPs/SRA websites.

Prepared by:



MARIA LUCIA C. SANCHEZ
RBAC Secretariat

Noted:



ATTY. IGNACIO S. SANTILLANA
RBAC Chairperson