



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**  
BIO-ORGANIC FERTILIZER AND AGRICULTURAL LIME (SIDA)

Date: August 1, 2018; 1:30 p.m.

Location: SRA Conference Room, SRA, Bacolod

**In attendance:**

*From the Regional Bids and Awards Committee*

Atty. Ignacio S. Santillana, RBAC Chairman

Ma. Lourdes Dormido, Regular Member

Rosario Te, Regular Member

Arlene Matti, Regular Member

Lourdes Almodiente, Provisional Member

Helen Lobaton, TWG/Requisitioner

*From the RBAC Secretariat*

Maria Lucia Sanchez

Lisette Dayo

*Prospective Bidders*

Rodolfo Torreda – RS Agro Industrial Corp.

Louie David – RS Agro Industrial Corp.

Romeo Carrera – RS Agro Industrial Corp.

I. **Call to order:** at 1:30 p.m. presided by RBAC Chairman Atty. Ignacio S. Santillana

**II. Inquiries and Clarifications**

All prospective bidders present were provided with a complete checklist of the Eligibility and Technical Documentary Requirements, the Technical Specifications and the List of Block Farm/Delivery Sites.

A. There were no further clarifications from the prospective bidders on the Eligibility and Technical Documentary Requirements but RBAC Chairman Atty. Ignacio S. Santillana gave emphasis on the following requirements:

- Documents should be current.
- Secretary's Certificate for signatory of documents and a Special Power of Attorney for the representative
- Notarized documents should be compliant with notarial law; Community Tax Certificates are not acceptable as "competent evidence of identity."
- Dates in notarized documents should be in order.

B. Clarifications/Recommendations on some of the Bidding Document items:

1. The 35 SIDA Block Farms are to be provided with 200 bags each of Bio-organic Fertilizer.
2. The total budget of ₱1,400,000.00 for the Bio-organic Fertilizer is insufficient according to the prospective Bidder.
3. Additional requirement to be submitted during bid opening is the Quarrying Permit for Agricultural Lime.
4. For difficult to reach delivery sites, an area nearer the site will be designated.
5. Samples for analysis will be collected and will be analysed in the SRA Laboratory to check on their compliance with the technical specification requirements.

Conference adjourned at 3:00 p.m.

Prepared by:

**MA. LUCIA C. SANCHEZ**  
RBAC Secretariat

Noted:

**Atty. IGNACIO S. SANTILLANA**  
RBAC Chairman

