



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: September 21, 2018; 9:00 a.m.
Location: SRA Conference Room, Bacolod City

In attendance:

From the Regional Bids and Awards Committee

Atty. Ignacio S. Santillana, Chairman
Wilfredo Monares, Vice Chairman
Ma. Lourdes Dormido, Regular Member
Rosario Te, Regular Member
Arlene Matti, Regular Member
Lourdes Almodiente, Provisional Member
Rosario Motus, Provisional Member

From the RBAC Secretariat

Maria Lucia Sanchez

Prospective Bidders

Hardy Marketing Enterprises
Teranova Computers
IE Creative Computers
CISS

I. **Call to order:** at 9:00 a.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 and the Technical Specifications.

A. RBAC Chairman Atty. Ignacio Santillana gave emphasis of the following requirements:

- PhilGEPS Registration Certificate documentary requirements should be current and updated.
- Notarized documents that include the Omnibus Sworn Statement, Bid-Securing Declaration, Secretary's Certificate for authorized signatory of documents and the Special-Power-of-Attorney should be compliant with notarial law; Community Tax Certificates are not acceptable as "competent evidence of identity."
- Documents should not be notarized by "fly-by-night" Notaries.

B. Recommendations from prospective bidders concerning some items in the Technical Specification requirements were, as follows:

1. As informed by the prospective bidders, the Desktop Computer required, in reference to the specifications, are already being phased out, therefore, equivalent or higher specifications may be offered.

2. Supplier must have a service center in Bacolod.

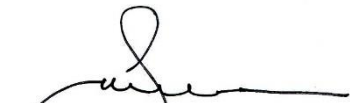
Conference adjourned at 10:50 a.m. with a closing announcement that a supplemental/bid bulletin on the requirement for a service center in Bacolod will be posted at the PhilGEPs/SRA websites.

Prepared by:



MA. LUCIA C. SANCHEZ
RBAC Secretariat

Noted:



Atty. IGNACIO S. SANTILLANA
RBAC Chairman