



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
4 UNITS DRYING OVEN (SIDA)

Date: March 29, 2019; 9:30 a.m.

Location: SRA Conference Room, Bacolod City

In attendance:

From the Regional Bids and Awards Committee
Wilfredo Monares, Vice Chairperson
Ma. Lourdes Dormido, Regular Member
Rosario Te, Regular Member
Ma. Lourdes Almodiente, Alternate Member
Janet Dilag, TWG

From the RBAC Secretariat
Maria Lucia Sanchez
Ceres June Pedrosa

From the Requisitioner
Arlene Matti

Prospective Bidders
Rex Yanong- Rainphil, Inc.
Kendrick B. Ocaña- NSB Engineering
Rofa Dasillo- Guillbern Corporation
Marck Vencent Decena- Drake Marketing and Equipment
Jade De la Banda- ITS Science Phils
Veronica Regondola – MMJ Biosystems Phils, Inc.
Gerard Paez – Levins International Corporation

I. Call to order: at 9:30 a.m. by RBAC Vice Chairperson Wilfredo Monares

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. Clarifications from the end-users including recommendations from prospective bidders concerning some items in the Technical Specification requirements were, as follows:
- The number of units is 4 and not 3 as stated in the Technical Specifications. Correction was already posted in the PhilGEPs website.
 - May offer higher dimensions and capacity for the drying oven.
 - The mechanism must be forced convection.
 - The temperature control must be microprocessor control.
 - May offer more than three shelves.
 - Temperature stability may be lower than ± 2.1 °C.
 - Delivery site is in SRA Bacolod. Project sites are located in Kabankalan City, Negros Occidental; Capiz; Passi, Iloilo; and Ormoc and installation should be done by the supplier's technical representative.
- B. RBAC Vice Chairperson Wilfredo Monares gave emphasis on the following requirements:
- Documents should be current.
 - For corporations, a Secretary's Certificate should be issued authorizing the signatory (of documents) and the representative.

- For single proprietorships, a Special Power of Attorney should be issued by the owner to authorize the representative.
- Notarized documents should be compliant with notarial law; Community Tax Certificates are not acceptable as “competent evidence of identity.” Only government-issued I.D.s/passport are acceptable.
- Dates in notarized documents should be in order. Date of notarization should not precede the date of authorization.
- Only the PhilGEPS Certificate of Registration is required to be submitted in lieu of the Mayor’s/Business Permit, Tax Clearance, Audited Financial Statements/Income Tax Return and SEC Registration but if any of the documents are already invalid, as stated therein, the latest issued document is then required to be submitted.

Conference adjourned at 10:00 a.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:



WILFREDO R. MONARES
RBAC Vice Chairperson