



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
VEHICLES (Corporate)

Date: February 27; 1:30 p.m.

Location: SRA Board Room, Sugar Regulatory Administration, Quezon City

In attendance:

From the Regional Bids and Awards Committee

Atty. Ignacio S. Santillana, Chairman

Wilfredo Monares, Vice-Chairman

Rosario Te, Regular Member

Michael Glenn Monte, Alternate Regular Member

From the RBAC Secretariat

Maria Lucia Sanchez

Ceres June Pedrosa

From the End-users

Helen Lobaton

Ma. Lourdes Almodiente

Prospective Bidders

BMD Motors- ISUZU Bulacan – William C. Chua Wee

Toyota Otis Inc. – Enervon Bargo; Joshua Libres

- I. Call to order:** at 1:30 p.m. by Atty. Ignacio Santillana, RBAC Chairperson and stating the Prebid Conference for the supply and delivery of Motor Vehicles under Invitation to Bid No. 2020-02.

- A. Introduction of RBAC officers and members
- B. Acknowledgment of the presence of prospective bidders' representatives

II. Inquiries and Clarifications

- A. All present were provided with the Checklist of the Eligibility and Technical Documentary Requirements and the Technical Specifications.
- B. RBAC Chairperson Atty. Santillana enumerated the list of Eligibility and Technical Documentary requirements and emphasis were given 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 personnel are authorized as signatories, as linked by "and," both will be strictly required to sign the bid documents. If, however, the two personnel are linked by "or," then only either one of them will be required to sign the bid documents.

- Ensure to hire the notarial services of authentic and not ambulant notaries.

C. Clarifications

- A. 5 units Pick-up Trucks
 - Metallic silver in color
- B. Passenger Van
 - Metallic silver in color
 - Twelve-seater
- C. Ten-Wheeler Truck
 - Request to amend the delivery period to 90 calendar days without extension is approved.
 - Height of eight (8) feet is acceptable.
- D. Mini Truck
 - Request to amend the delivery period to 120 calendar days without extension is approved.

Conference adjourned at 2:35 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