

**REGIONAL BIDS AND AWARDS COMMITTEE**  
**Minutes of the Prebid Conference**  
Supply and Delivery of 30 Units Sugarcane Grabber/Wheeled Excavator

Date: September 16, 2020; 9:30 a.m.  
Via Virtual Conference

**In attendance:**

*From the Regional Bids and Awards Committee*  
Atty. Ignacio Santillana, Chairperson  
Michael Glenn Monte, Regular Member  
Rimmon Armones, Regular Member  
Lucille Mae Sy, Alternate Regular Member  
Helen Lobaton, End-user/Provisional Member  
Roberto Velasco, TWG-RBAC  
Patricio Macamos, TWG-BAC

*From the RBAC Secretariat*  
Maria Lucia Sanchez  
Ceres June Pedrosa

*Prospective Bidder*  
P.I. Farm Products Inc. – Willy Salazar; Fe Agustin; Jealin Balinas

**I. Call to order:** at 10:30 a.m. by Atty. Ignacio Santillana, RBAC Chairperson and stating the Prebid Conference for the supply and delivery of 30 units Sugarcane Grabber/ Wheeled Excavator under Invitation to Bid No. 2020-17.

- A. Introduction of RBAC officers and members
- B. Acknowledgment of the presence of prospective bidders' representatives
- C. Presentation and reading of the Invitation to Bid
- D. Presentation and reading of the Checklist of Eligibility
- E. Presentation and reading of the Technical Specifications

**II. Inquiries and Responses/Clarifications**


- The request to submit the Bid Documents in SRA Quezon City and that they be opened by the BAC-QC was denied.
- Inclusion of the NAMDAC Certificate in the Bid Data Sheet as one of the requirements and ensuring that the Type of Enterprise should correspond to the bidder's participation in the bidding whether the company is a manufacturer, importer or distributor.
- Correction on the time of bid opening, mistakenly stated as 3:30 p.m instead of 9:30 a.m.

Conference adjourned at 11:30 a.m. with a closing announcement that a supplemental/bid bulletin on the corrections will be issued.

Prepared by:

  
**MARIA LUCIA C. SANCHEZ**  
RBAC Secretariat

Noted:

  
**ATTY. IGNACIO S. SANTILLANA**  
RBAC Chairperson