



REPUBLIC OF THE PHILIPPINES
Office of the President

PHILIPPINE CHARITY SWEEPSTAKES OFFICE

Conservatory Shaw Plaza Building, 605 Shaw Boulevard, Mandaluyong City 1552
www.pcsa.gov.ph



Minutes of Pre- Bid Conference Procurement of Various Service Vehicles

Date: June 7, 2019 **Time:** 1:30 PM **Place:** BAC Room (3/F Conservatory Shaw Plaza Bldg., Mandaluyong City)

Attendees:

Present:

BAC Members

DM Jose Bernardo H. Gochoco, Jr.
Atty. John Derek N. Porciuncula
DM Alegria A. Asuit

Provisional Members:

Mr. Eugenio Jose- Technical Expert
Engr. Maximino Balayo, Jr.

Permanent TWG:

Atty. Salvador Justino Occiano
Atty. Eufrazio R. Fufugal, Jr.

Secretariat:

Ms. Marileth S. Rodriguez
Mr. Roderick A. Ydel
Mr. Francis Albert Enriquez
Ms. Jennie R. Nabong
Ms. Jennifer A. Ilao

Observer:

Ms. Catherine C. Mateo – IAS

Technical Working Group

Engr. Renier Luistro
Mr. Mark Vergabera
Mr. Arnold Oiga

Support Staff:

Ms. Erika Laine Ong
Ms. Joana Marie Perez
Ms. Daisy Barrios

Others:

Mr. Ar Jay S. Aagsalud – Mahindra Auto Corp.
Ms. Cinderella Dayag – Mahindra Auto Corp.
Ms. Michelle Lapidez – Durabuilt Motors Corp.
Mr. Dennise Laoagan – Prince Motor Corp.
Ms. Justine Navarro – Toyota Quezon Ave.
Ms. Elgie Nuñez – United Asia Automotive Group, Inc.
Mr. Rainier Adonay – Suzuki Auto U.N. Ave.
Mr. Reiner Garcia – Nissan Commonwealth
Mr. Ed Sanchez – Hino U.N. Ave.
Mr. Michael Gaa – Areza Motor Sales
Mr. Edwin Sanchez – Matterhorn Motor Inc.

Absent:

AGM Lauro A. Patiag
Atty. Rosalyn C. Cortes
Ms. Ava Catherine T. Ordillano
Ms. Ana Liza Manlapaz
Ms. Marifi Baladad
Mr. Narciso Maniquis
Ms. Ma. Catherine Reyes
Mr. Cary Natividad

[Handwritten signatures and initials]

Item No.	AGENDA ITEM	HIGHLIGHTS/ ISSUES/ CONCERNS	AGREED ACTION	RESPONSIBLE PERSON/S	TIMELINE	
					Time Start	Time End
1.	<p>Pre-Bid Conference for the Procurement of Various Service Vehicles as follows:</p> <p>Lot 1: Procurement of Twenty-Three (23) Units Asian Utility Vehicles ABC: Php 27,600,000.00</p> <p>Lot 2: Procurement of Eight (8) Units Passenger Van ABC: Php 16,000,000.00</p> <p>Lot 3: Procurement of Three (3) Units Multi-Purpose Vehicles ABC: Php 3,750,000.00</p> <p>Lot 4: Procurement of One (1) Unit Sports Utility Vehicle ABC: Php 2,210,000.00</p> <p>Lot 5: Procurement of One (1) Unit Shuttle Bus ABC: Php 9,000,000.00</p>	<p>The Vice-Chairperson acknowledged the presence of the Members of the Committee, the Secretariat, the Technical Working Group (TWG), Representative from the Internal Audit Services and the representatives from prospective bidders.</p> <p>The Vice-Chairperson inquired if the notices to different observers were duly sent and acknowledged to which the Secretariat responded in the affirmative. Thereafter, copies of the notices were presented to the Committee.</p> <p>The Vice-Chairperson emphasized that the Pre-Bid Conference was intended to discuss and clarify the bidding requirements for the Procurement and to allow the prospective bidders to ask clarificatory questions.</p> <p>The Head of the Secretariat and Ms. Nabong presented and explained to the prospective bidders the pertinent information of the procurement as</p>			1:35	

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		<p>contained in the bidding documents such as the following:</p> <ol style="list-style-type: none"> 1. ABC for the procurement per Lot; 2. Technical Specifications of the Procurement per Lot; and, 3. Demonstration of sealing and marking of envelopes. <p>Mr. Ydel conducted the sealing of the bid boxes that shall be used for the said project.</p> <p>To officially open the acceptance of the bids for the project, the bid boxes were locked/sealed and the key/s were enclosed in an envelope/s duly signed and sealed by the Committee along with the IAS Representative, Ms. Catherine Mateo.</p>				
2.	Queries asked by the Prospective Bidders during the Pre-Bid Conference	During the Pre-Bid Conference, questions related to the required attachments and the Technical Specifications were raised by the prospective Bidders which were answered by the Committee and the TWG, as follows:				

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		<p>1. Ms. Elgie Nuñez representative from United Asia Automotive Group, Inc. inquired on the deadline for the submission of written queries?</p> <p>2. She also asked if questions are allowed to be sent thru email.</p> <p>3. Mr. Michael Gaa, representative from Areza Motors Sales asked if they can be provided a copy of the Technical Specifications per lot?</p> <p>Prospective bidders were informed that submission of questions may also be emailed to the official BAC email address (bac@pcso.gov.ph).</p>	<p>Answer: The Committee will accept additional written queries until June 10, 2019 at 5:00p.m.</p> <p>Answer: Yes</p> <p>Answer: Technical Specifications are available and can be downloaded thru the PCSO and PhilGEPS websites.</p> <p>The Committee will accept additional written queries until June 10, 2019.</p> <p>Issuance of Supplemental Bid Bulletin, if necessary shall be made not later than seven (7) calendar days before the scheduled bid opening for each lot.</p>			

Pre-Bid Conference for the project was adjourned at 2:31 p.m.

Handwritten signature and date: 8/18/18

Prepared by:


DAISY G. BARRIOS

Attested to by:


MARILETH S. RODRIGUEZ
BAC, Head Secretariat

Approved:


(on official business)
LAURO A. PATIAG
Chairperson, BAC



JOSE BERNARDO H. GOCHOCO, JR.
Vice-Chairperson, BAC


ALEGRIA A. ASUIT
Member, BAC

(on leave)
ROSALYN C. CORTES
Member, BAC


JOHN DEREK N. PORCIUNCULA
Member, BAC


MAXIMINO B. BALAYO, JR.
Provisional Member


EUGENIO R. JOSE, JR.
Technical Expert