

Contract Name : SUPPLY AND DELIVERY OF FERTILIZER
REQUIREMENTS FOR IFOIGAP – TOBACCO (TCGS) CY
2018-19

Contract ID No. : PB 2018 - 22

Pre-bid Conference
24 October 2018

Present:

The Bids and Awards Committee (BAC):

CRISTINA C. LOPEZ - Chairman
MA. TERESA B. LAUDENCIA - Member
ATTY. ROHBERT A. AMBROS - Member

Technical Working Group (TWG) Staff:

LINA A. CERA

COA Representative:

JAISA P. BISARES

Prospective Bidders:

ERWIN O. CO - Representative, GUR LAVI Corp.
GENEALYN DIONALDO - Representative, Universal Harvester, Inc.

PROCEEDINGS

1. The BAC Chairperson officially called the Pre-bid Conference to order at 10:00 a.m., with the presence of the three (3) BAC Members, the COA Representative, as Witness, the TWG staff, and the two (2) prospective bidders.
2. The BAC Chairperson announced the Contract Name of the Project to be bidden-out and the Approved Budget for the Contract (ABC); and proceeded to state that the Pre-bid Conference was convened, in compliance with the pertinent provision of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, for the purpose of clarifying any gray area and to answer the questions / issues that may be raised, if any, by the prospective bidders.
3. Thereafter, questions were raised by the representatives of the respective prospective bidders, Highlights of which are noted, as follows:
 - a. On the Single Largest Completed Contract (SLCC), the BAC Chairman made it clear, as concurred with by the other BAC members present, that

the SLCC should amount to at least fifty percent (50%) of the lot to be bid for.

The BAC Chairman further clarified that there are sixteen lots being bid-out, hence, if the prospective bidder, bids-out for various lots, then it should present a SLCC which has an amount equivalent to fifty percent (50%) of the lot with the highest ABC. The BAC Chairman further clarified again with the concurrence of the other BAC members present, that it is not necessary to present a SLCC for each lot to be bid-out.

- b. On the number of copies to be submitted if the prospective bidder will bid for various lots, the BAC Chairman clarified that for the “Eligibility and Technical” documents, one (1) set in four (4) copies will suffice. For the Financial Component of the Bid, however, a complete set in four (4) copies for each lot should be submitted in sealed envelopes.
- c. On the number of bags of fertilizer delivery at each “Drop-off point”, the BAC Chairman stated that the Winning Bidder will be duly informed, thereof, in the Notice of Award to be issued by the NTA HOPE.
- d. On Section 10.1, page 52 of the Bid Documents – General Conditions of Contract, the BAC Chairman, as seconded by the Finance Manager clarified that no Ten percent (10%) Retention Fee will be imposed on the claim of the Winning Bidder since the subject of the instant Public Bidding is Procurement of Goods, which such Retention Fee is being imposed only on claims for Procurement of Infrastructure Projects.

Added to the foregoing clarification, the Finance Manager stated that the claim for payment of Fertilizer deliveries by the Winning Bidder can be made, in tranches, provided that the same have been accepted by the NTA and duly inspected by the COA.

- e. On the payment of Mobilization Fee, the BAC Chairman clarified that no mobilization fee will be allowed for this Project considering that the instant Project is for Goods, the same is allowed only for Infrastructure Projects.
- f. On the required Delivery Period, the BAC Chairman emphasized that there will be no extension of the Delivery Period considering that the Fertilizers should be delivered at the right time that these are needed by the farmers.
- g. On the bidding by lot, the BAC Chairman with the concurrence of the BAC Members present, stated that the prospective bidders can choose the specific lot that they intend to bid for, or stated another way, the Bidders may bid for any of the lots or for all of the lots.
- h. On the required Certificates of Chemical Analyses, the Technical Working Group (TWG) Staff stressed that these Certificates should be presented by the Winning Bidders during the Post Qualification stage; and that if the Goods / Fertilizers are originating from abroad, a Certificate of Chemical Analyses from there should also be presented together with the Certificate




numbered 1 and 2 should be enclosed in the bid documents of the prospective bidders while requirements numbered 3 and 4 will have to be presented only during the Post Qualification Stage.

- i. On the inquiry on the List of Accredited Laboratories by the FPA, Ms. Cera advised the prospective bidders to avail, thereof, from the FPA, considering that the FPA might have an updated list.
 - j. On the bid forms enclosed in the bid documents, issued by the BAC, the BAC Chairman clarified that the Contract of Agreement should not be filled-up since the same will only be perfected with the Winning Bidder after the Notice of Award has been issued by the HOPE.
 - k. BAC Member, Atty. Ambros informed the prospective bidders that a Secretaries' Certificate should be enclosed in their bid offer, to support the signatory, thereof.
 - l. On the inquiry relative to the forms appearing as pages 75 and 76 of the Bid Documents issued by the BAC for the instant Project, the BAC was unanimous in waiving the filling-up, thereof, since the BAC will be concerned only with the total Bid Price offer and the Unit Price, per bag of Fertilizer, for which an Itemization of Bid form was prescribed by the BAC for filling-up and that the same was provided to the prospective bidders.
4. There are being no further matters to address, the Pre-bid Conference was adjourned at 11:20 a.m.

Minutes taken by:

On official travel
VIVIEN F. FERAREZA
BAC Secretariat

By: 
C. LOPEZ
BAC - Chairman



CONTRACT NAME: INVITATION TO BID FOR THE PROJECT: "SUPPLY AND DELIVERY OF FERTILIZER REQUIREMENTS FOR IFOIGAP – TOBACCO (TCGS) CY 2018 – 19 (PB 2018-22)"

**BIDS AND AWARDS COMMITTEE (BAC)
BID BULLETIN NO. 2018 – 22-01
25 October 2018**

In connection with the Pre-Bid Conference conducted on 24 October 2018, relative to the above named Contract, herewith are the items in the Bid Documents / Specifications that the BAC modified / validated / clarified / supplemented:

1. A prospective bidder may tender a bid for any or all of the lots; and may, likewise, tender a bid for any one item of fertilizer, only, or all of the items of fertilizer within one lot.
2. The prospective bidders should accomplish the following bid itemization forms, as may be applicable to their respective circumstance, to wit:
 - 2.1. Page 75 of Bid Documents – For Goods Offered from Abroad
 - 2.2. Page 76 of Bid Documents – For Goods offered from within the Philippines.
 - 2.3. In accomplishing the Bid Documents under Pages 75 & 76, bidders should put a (-) mark for columns that will not be filled up, provided, that Column No. 10 should contain the total price delivered at final destination; and
 - 2.4. In addition to forms under pages 75 & 76, the prospective bidders are required to accomplish the additional separate form, as provided, together with the Bid Documents.

Please be guided accordingly.

The Bids and Awards Committee (BAC):

(SGD) CRISTINA C. LOPEZ, DBA
Chairperson

(SGD) ROBERTO R. BONOAN, Ph. D.
Vice-Chairperson

(SGD) MA. TERESA B. LAUDENCIA
Member

(SGD) ATTY. ROHBERT A. AMBROS
Member

(SGD) PRISCILLA S. ESGUERRA
Member