



**Philippine International Trading Corporation
BIDS & AWARDS COMMITTEE I**

MINUTES OF THE PRE-BID CONFERENCE
SUPPLY AND DELIVERY OF TWO (2) UNITS BRAND NEW AERIAL LADDER
TRUCK FOR THE BUREAU OF FIRE PROTECTION – NATIONAL HEADQUARTERS
(BFP-NHQ)

BID REF. NO. GPG-B1-2020-329 2nd Rebid
05 March 2020, 5th Floor Conference Room

There being a quorum, Chair convened the meeting at 2:10 P.M.

In attendance are:

FOR PITC BAC-I	FOR PROPONENT – BFP-NHQ
Christabelle P. Ebriega, Chairperson	As per attached attendance sheet
Atty. Maria Gudelia C. Guese, Vice-Chair	
Myra Chitella T. Alvarez, Member	
David A. Inocencio, Member	
Joel S. Rodriguez, Member	
PITC TWG/BAC Secretariat (as per attached attendance Sheet)	
BIDDERS	
As per attached attendance sheet	

HIGHLIGHTS OF PROCEEDINGS

- Chair welcomed everyone to the Pre-Bid Conference for the above mentioned procurement project. Afterwhich, Chair acknowledged the presence of the BAC Members, Alternate Provisional Member, Supt. Dennis A Molo and the End-User’s representatives from BFP-NHQ.
- Chair acknowledged the presence of the prospective Bidders present in this Pre-Bid Conference; namely:
 1. JROG Marketing
 2. Alliance Auto and Truck Rebuilders, Incorporated
 3. J-Tram Integrated & Marketing Corporation
 4. Jinyi Import & Export Trading
 5. Integrated Energy Systems
 6. BT Industries, Inc.
 7. Rdak Transport Equipment, Inc.
- Chair informed Bidders that PITC has been tapped by the BFP-NHQ to undertake this project for them.
- Chair turned over the floor to the Vice-Chair who will explain the requirements.
- Invitees are Suppliers who are themselves manufacturers or First Tier Distributors of the Principal manufacturer for the Supply and Delivery of Two (2) Units Brand New Aerial Ladder Truck for the Bureau of Fire Protection – National Headquarters (BFP-NHQ)

“First Tier Distributor” shall mean a Philippine based company directly appointed by the principal manufacturer of the item.

- Vice-Chair informed that to be able to participate in this bid project, Bidder must have completed within the last five (5) years amounting to at least fifty percent (50%) of the ABC of the ABC of the Aerial Ladder Truck.

“Similar” contract shall mean “Aerial Ladder Truck, Aerial Tower Truck, Break Squirt Fire Truck, Fire Truck, Rescue Truck or Vehicle”.

- Vice-Chair explained that the first part of the Bidding Documents is the Instructions to Bidders which should be read by the Bidders at their own good time. What will be discussed in this Pre-Bid Conference are the documents that are required to be submitted on Bid Opening Day.
- Vice-Chair started to discuss the Envelope System:
 - **Envelope System:** The system of submission is a two envelope system wherein **Envelope 1** will contain the eligibility and technical documents and **Envelope 2** will only contain the Financial Bid.
 - **Number of Copies:** All documentary submission must come in three sets. These will be placed in 3 folders marked: “original”, “duplicate” and “triplicate”.
 - **Sealing/Markings** The two envelopes will then be placed in a master envelope. The master envelope will then be sealed and marked in accordance with the instructions stated in the Bidding Documents.

ENVELOPE 1 – ELIGIBILITY & TECHNICAL DOCUMENTS

<u>Class “A” Eligibility Documents</u>	<u>Vice-Chair’s Instructions</u>
SEC/DTI Registration Certificate	<p>For Corporation, submission will be the SEC Registration Certificate.</p> <p>For the Sole Proprietorship a copy of valid and current DTI business registration valid and current.; and</p> <p>For Cooperatives a copy of valid and current Cooperative Development Authority (CDA)</p>
Business Permit issued by the city or municipality where the place of business is located OR the equivalent document for Exclusive Economic Zones or Areas.	<p>Bidders to submit a Valid and Current Mayor’s Permit</p> <p>In case of recently expired Mayor’s / Business Permits, said permit shall be submitted together with the official receipt as proof that the Bidder has applied for renewal with the period prescribed by the concerned local government units, provided that the renewed permit shall be submitted as a post-qualification requirement.</p>
Valid and Current Tax Clearance	<p>Vice-Chair informed Bidders, Inc. that PITC does not accept any provisional Tax Clearance, renewal certificate or claim stub because the GPPB has already issued a ruling that only the Tax Clearance itself is acceptable.</p> <p>Vice-Chair advised Bidders to only transact with legitimate employees of BIR.</p> <p>Vice-Chair mentioned that Tax Clearance can now be issued by the Revenue Regional Office of the BIR just ensure that there are no tax liabilities.</p>

Audited Financial Statements for 2018 and 2017	Submission will be the 2018-2017 Audited Financial Statements comprising of: Independent Auditor's Report, Balance Sheet and Income Statements, all page of which must have the stamp "Received" by the BIR.
Valid and Current PhilGEPS Certificate of Registration and Membership (Platinum Registration).	<p>If a Bidder is already a PhilGEPS Platinum Member they can submit the Platinum Membership Certificate together with the Annex "A". The Platinum Membership will substitute for the four (4) eligibility documents enumerated earlier.</p> <p>However, if any of the documents listed in Annex A of the certificate has expired, Bidders must submit the valid and current one.</p> <p>Vice-Chair emphasized that any documents that have expired, the valid and current document together with the PhilGEPS Certificate must be submitted.</p>
<p>Annex I Statement of all Ongoing government and private contracts including contracts awarded but not yet started.</p>	<p>Vice-Chair's instructions to the Bidders with respect to this document is:</p> <ul style="list-style-type: none"> • Form Annex I is already provided in the Bidding Documents, Bidders have to use Annex I; • Bidders to provide the information called for; • Additional sheets can be used for as long as the authorized representative sign the last page.
<p>Annex I-A Statement of Single Largest Completed Contract of similar nature within the last five (5) years from date of submission and receipt of bids equivalent to at least fifty percent (50%) of the total ABC.</p>	<ul style="list-style-type: none"> • A form is again provided; • Bidders to supply the data or information required in the form and to attach any of the following documents: <ol style="list-style-type: none"> 1. Copy of Official Receipt; 2. End User's Acceptance 3. Sales Invoice together with Collection Receipt (They go together)
<p>Net Financial Contracting Capacity (NFCC)</p> <p>Committed Line of Credit (CLC)</p>	<p><u>For NFCC</u></p> <p>A form is provided for as Annex II.</p> <p>As the sample form was flashed on the screen, Vice-Chair's instructions is for the Bidders to supply the necessary details as required. A formula is already provided for the Multifold Links, Inc. to come up with the NFCC.</p> <p>The NFCC must be at least be equal to the ABC of the project.</p> <p><u>For CLC</u></p> <p>In case Bidders does not want to submit the NFCC, they have an option to submit Committed Line of Credit, issued by a local commercial/Universal Bank.</p> <p>A form is provided for as Annex II-A.</p>

	<ul style="list-style-type: none"> ◦ Vice-Chair reminded Bidders that the Committee does not accept any CLC issued by a Rural Bank or Savings Bank. <p>The Committee will issue a Supplemental Bid Bulletin to update the form of the Committed Line of Credit.</p>
<p>“Class B Document” (For Joint Venture)</p>	<ul style="list-style-type: none"> ➤ Bidder to submit a copy of Joint Venture Agreement in case joint venture is already in existence; or ➤ Copy of Protocol/ Undertaking of Agreement to enter into Joint Venture signed by all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful (Annex III). <p>Submission shall be within (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i) of the 2016 Revised IRR of RA 9184].</p> <p>The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex III) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.</p>
<p>For Local JV Partner</p>	<p>Aside from the JVA or JVP, the local partner shall also submit the four (4) mandatory documents as follows:</p> <ol style="list-style-type: none"> 1. Registration Certificate from the Securities and Exchange Commission (SEC) for corporation, or from Department Trade of Industry (DTI) for Sole Proprietorship, or from Cooperative Development Authority (CDA) for cooperatives; 2. Business Permit issued by the city or municipality where the place of business is located OR the equivalent document for Exclusive Economic Zones or Areas; 3. Valid and Current Tax Clearance per Executive Order 398 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by the BIR; 4. 2018 and 2017 Audited Financial Statements comprising of: Independent Auditor’s Report, Balance Sheet and Income Statements, all page of which must have the stamp “Received” by the BIR.
<p>For Foreign JV Partner</p>	<ul style="list-style-type: none"> ➤ Valid and Current Certificate/ license/ authority to conduct business issued by the regulatory authority in the country where bidder is based. ➤ Valid and Current Tax Clearance per Executive Order 398, Series of 2005 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by BIR.

	<p>➤ Corporate Financial Statement or Annual Report for 2018 or 2017.</p> <p>As discussed earlier the PhilGEPS Platinum Certificate can substitute the 3 eligibility documents as long as documents listed in Annex "A" are still current and valid. If not, Bidder has to submit the valid and current one on the Bid Opening day.</p>
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<u>Technical Documents</u>	<u>Vice-Chair's Instructions</u>
<p>Annex IV Bid Security</p>	<p>Vice-Chair enumerated the types of Bid Security acceptable to PITC. These are:</p> <p style="text-align: center;">Bid Securing Declaration</p> <ul style="list-style-type: none"> • A form is provided for as Annex IV. <p>Bidders should use the form provided by PITC because it is complete in contents.</p> <p>In order not to miss out on anything, Vice-Chair advised Bidders to photocopy the form or scan it, and then have the authorized representative sign the form and submit it notarized.</p> <p>The other forms of Bid Security are:</p> <ul style="list-style-type: none"> • Cash or Manager's Check issued by the local commercial/universal bank equivalent to at least 2% of the ABC; • A Bank Draft / Bank Guarantee or Letter of Credit issued by a local commercial/universal bank equivalent to 2% of the ABC. Issued by a local commercial or Universal Bank. • Surety Bond issued by a bonding company authorized by the Insurance Commission. <p>In case Bidders will opt for a Surety Bond, Bidders has to submit a Certification from the Insurance Commission that the bonding company is authorized to issue Surety Bond. In addition to this, the Surety Bond should contain all the 14 grounds for the forfeiture of the Bid Security and it be written on Bond Itself.</p> <p>Vice-Chair advised Bidders to show the 14 grounds to their bonding company so that the latter can include or type them on the copy of the bond itself.</p> <p>The fourteen (14) grounds is found in Clause 12.1 (b) (i) (c) (3) (i) to (xiv) of the Bid Data Sheet.</p>
<p>Annex V Technical Bid Form (6 pages)</p>	<p>As the Technical Bid Form was flashed on the screen, Vice-Chair's instructions are as follows:</p> <ul style="list-style-type: none"> • Bidders to use the Bid Form. They shall not retype or alter it;

- Bidders to put the word "Comply" on all the line item on the column "Bidder's Statement of Compliance"
- Bidders to indicate the Brand and Model No. of the Item/s being offered;
- All pages must be signed by the authorized representative/s of Bidders.

Vice-Chair reminded Bidders that if there are any blanks left out unfilled, the TBF will fail because it will mean that the Bidder cannot comply with the technical specifications.

Bidder's Query	Committee's Reply
When we say brand and model, all truck every year is changing.	
	Changing what?
The engine, especially. Like, the 2018 and 2017. 2018 is Euro 4 engine already, if the Bidding came from 2017 and then 2018 is Euro 4 already. So, kung nag bid ka ng 2017 eto ang magiging engine, but pagdating ng 2018 iba na ang category ng engine. That is the problem right now. Pwera nalang kung ang factory ay magbibigay ng 5-10 years na brand ng kanyang engine na hindi na nila papalitan yun. Ang problem ko kasi ngayon ay papunta na po tayo sa Euro 5 and 6. Other countries is using Euro 6 engine already, that's something we have to look on to also (Vice-Chair interrupted and replied)	
	With that concern of yours Sir, we need you to write that to the Committee. Even if you raise it now, na nasa minutes siya, you have to raise that to us because as it is, iyan po ang requirement. If ever, we will consider kung ano man yung iri-raise ninyong concern and we will change anything, we have to revise the Bidding Documents.

	One more thing Ma'am.	
	<p>Yes, regarding the truck, when we said the truck, engine and model. Particular model is not fitted for this type of aerial ladder. For example, and so saddened, the manufacturer of the truck, sila lang ang makakapagsabi kung ano ang pu-pwede dito sa aerial ladder. Kasi sila lang ang manufacturer ng truck not that they are going to produce a truck for a fire truck, no, sila po ang mamimili. Sometimes, a factory of a branded it take them time, kasi ina-RND po nila yung manufacturing ng truck na branded para doon sa kanilang aerial ladder. Kung minsan bago dumating ang isang bidding, when the times na nalaman namin na ina-out na rin yung truck na ino-offer sa amin hindi na kami nakaksali. Katulad nga niyan nire-require niyo agad model and brand it's very hard for the truck manufacturer, especially yung mga branded. Kasi ang ginagamit po nilang chassis is rigid, not a commercial. Pwede din po kung sasabihin nating branded, alam naman natin sa markado sa world market ng fire truck especially sa mga ginagamit sa Pilipinas, sila lang po ang pwedeng magsabi at sila lang din ang magsasabi na sila yung manufacturing ng fire truck. Locally, we have but they still not a manufacturing they are only assembled. Some are claiming that they are</p>	<p>Also in brand and model Sir?</p>

	<p>manufacturing but they're not. (Chair interrupted and replied)</p>	
		<p>Chair: Sir can we just ask you to put your concern in writing, we will refer the matter to the BFP-NHQ. As I said earlier, PITC is the procuring entity and all the communications should be with PITC. Please write to us, the address can be found in page 32. Our reply will be in the form of Bid Bulletin. When we revise any of the forms, we will issue a Bid Bulletin and you have to use the revised forms.</p>
	<p>Yes Ma'am, we will do.</p>	
<p>Annex V-A Technical Specifications (16 pages)</p> <p>Annex V-A1 Terms of Reference (2 pages)</p> <p>Annex V-B Visual and Functional Test Checklist (23 pages)</p> <p>Annex V-C Visual Inspection Checklist (2 pages)</p>		<ul style="list-style-type: none"> • Bidder's authorized representative/s to sign the "Conforme" box provided on all pages of these Annexes.
<p>Product Brochure or Technical Data Sheet</p>		<ul style="list-style-type: none"> • Bidders to submit Product Brochure or Technical Data Sheet showing compliance to the required technical specifications of the items. Internet downloads may be included to supplement the information contained in the original brochures. <ul style="list-style-type: none"> a) Engine b) Cab and Chassis c) Fire Pump d) Water Monitor <p><i>Note: If not in English, must be subjected requirement per Clause 11 of the Instructions to Bidders</i></p> <p><i>Vice-Chair advised Bidders that they have to put a labeled/tab with separator to the above items, so that, it can be easily check by the TWG.</i></p>
<p>Annex V-D Duly signed and accomplished Bidder's Statement of Reference of technical Specification</p>		<ul style="list-style-type: none"> • For Bidders to again indicate the Brand and Model number of the item/s; • On the right column, Bidders has to indicate the page number of the brochure/Technical data sheet or the manual where those specs can be found; • Not to leave any blanks on the Technical Specs; • Authorize representative to sign the bottom of the Bidder's Statement of Reference; • Bidders must ensure that they have filled up this portion accordingly;

	Bidder's Query	Committee's Reply
	I'm so glad that you raise that question, only a firetruck manufacturing could indicate what they going to use it. If I'm going to suggest, let the firetruck manufacturing authentic their product from the port of origin, authentic it with seal.	
	To prove that manufacturing is on their country na hindi pinapagawa sa iba (Vice-Chair interrupted and replied)	To prove what?
		Duly noted Sir.
Annex V-E For Manufacturers: For First Tier Distributor:	<ul style="list-style-type: none"> • Bidders to submit a Certification that the manufacturer has been in the business of manufacturing the item being offered for at least ten (10) years. • Valid and current Certificate of Distributorship issued by the manufacturer of the product authorizing the bidder to sell/distribute the item being offered subject of this bidding. • Manufacturer's Certification that it has been in the business of manufacturing the item being offered for at least ten (10) years. <p><i>Note: If not in English, must be subject to requirement per Clause 11 of the Instructions to Bidders</i></p>	
Manufacturer's Test and Acceptance Procedure	<ul style="list-style-type: none"> • Submission is a Manufacturer's Test and Acceptance Procedure. 	
CAD Drawings (hard copy)	<ul style="list-style-type: none"> • Bidders to submit CAD Drawings (hard copy for the following: <ul style="list-style-type: none"> a) Whole Aerial Ladder b) Elevating Platform (Basket) c) Extendable Ladder 	
Valid and current ISO Certification 9001	<ul style="list-style-type: none"> • Submission is a Valid and current ISO Certification 9001 in the name of the manufacturer of the Aerial Ladder Truck being offered issued by an Independent Certifying Agency. The ISO Certification must cover the manufacture/design or production of the item subject to this Bid Project. <p><i>Note: If not in English, must be subject to requirement per Clause 11 of the Instructions to Bidders</i></p>	

List of Authorized Service Center/s in Metro Manila	<ul style="list-style-type: none"> Bidders to submit a List of Authorized Service Center/s in Metro Manila (with available spare parts, indicating address, telephone & fax numbers, email address). In the event of closure of business, termination of franchisee/ service center, the supplier shall notify the BFP-NHQ and PITC accordingly of the new service centers with telephone numbers and address who can provide the needed parts, supplies and service. 						
Annex VI Certificate of Performance Evaluation	<p>The Committee wants to make sure that Bidders has a good record with their client. As such, Bidders has to go back to their client which they identified in Annex I-A as the single largest completed contract client.</p> <p>Bidders to present this form to their client and request the SLCC to transpose the form in their letterhead and then rate the Bidder. The rating should be at least <u>Very Satisfactory</u>.</p> <p>Vice-Chair emphasized that the form must be in the company letterhead of the Bidder's Single Largest Completed Contract Client.</p> <table border="1" data-bbox="695 902 1461 1279"> <thead> <tr> <th data-bbox="695 902 1078 943">Bidder's Query</th> <th data-bbox="1078 902 1461 943">Committee's Reply</th> </tr> </thead> <tbody> <tr> <td data-bbox="695 943 1078 1043">Before, we participated, can we use the latest or we have to sign it again?</td> <td data-bbox="1078 943 1461 1043"></td> </tr> <tr> <td data-bbox="695 1043 1078 1279"></td> <td data-bbox="1078 1043 1461 1279">Make sure na yung na-issue sa inyo ay walang bid reference No. Kasi dapat ang mga document niyo will pertain to Bid Ref No. MPG-B1-2020-329 2nd Rebid.</td> </tr> </tbody> </table>	Bidder's Query	Committee's Reply	Before, we participated, can we use the latest or we have to sign it again?			Make sure na yung na-issue sa inyo ay walang bid reference No. Kasi dapat ang mga document niyo will pertain to Bid Ref No. MPG-B1-2020-329 2 nd Rebid.
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For Foreign Manufacturer/Local Representative:	<p>Bidders to submit the following:</p> <ol style="list-style-type: none"> Valid and Current Written Appointment of the Philippine-based Representative Company (as local representative of Foreign Manufacturer or First Tier Distributor) issued by the Foreign Manufacturer or First Tier Distributor). <p>The written appointment must include detailed scope of responsibility of the local representative.</p> <ol style="list-style-type: none"> Secretary's Certificate (for Corporation) or Special Power of Attorney (for Sole Proprietor) of the Philippine Company indicating the name and specimen signature of the authorized representative/s of the Philippine Company who transact with PITC (as Philippine based Representative) including address, telephone number, fax number and email address. 						
For Foreign Manufacturers:	<ul style="list-style-type: none"> Submission is a Notarized Affidavit of Undertaking to submit the SEC Certificate of Registration and/or the authorization or License issued by the appropriate government agency per GPPB Resolution No. 25-2019, dated 30 						

	<p>October 2019 within ten (10) calendar days from receipt of the Notice of Award as per Annex VII.</p> <table border="1" data-bbox="790 235 1452 1142"> <thead> <tr> <th data-bbox="790 235 1125 268">Bidder's Query</th> <th data-bbox="1125 235 1452 268">Committee's Reply</th> </tr> </thead> <tbody> <tr> <td data-bbox="790 268 1125 537">Would be qualify the registration? because sometimes, foreign corporations register as representative office only, or it must be operating business here?</td> <td data-bbox="1125 268 1452 537"></td> </tr> <tr> <td data-bbox="790 537 1125 672"></td> <td data-bbox="1125 537 1452 672">Ang sabi kasi ng batas, once you bid, considered doing business ka na.</td> </tr> <tr> <td data-bbox="790 672 1125 772">Not only representative office?</td> <td data-bbox="1125 672 1452 772"></td> </tr> <tr> <td data-bbox="790 772 1125 1142"></td> <td data-bbox="1125 772 1452 1142">Yes, yun ang premise ng GPPB. Foreign Bidders basta nag-bid sa Philippine government they're considered doing business. Therefore, you need to register with SEC This goes through with Joint Venture.</td> </tr> </tbody> </table>	Bidder's Query	Committee's Reply	Would be qualify the registration? because sometimes, foreign corporations register as representative office only, or it must be operating business here?			Ang sabi kasi ng batas, once you bid, considered doing business ka na.	Not only representative office?			Yes, yun ang premise ng GPPB. Foreign Bidders basta nag-bid sa Philippine government they're considered doing business. Therefore, you need to register with SEC This goes through with Joint Venture.
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	Yes, yun ang premise ng GPPB. Foreign Bidders basta nag-bid sa Philippine government they're considered doing business. Therefore, you need to register with SEC This goes through with Joint Venture.										
<p>Proof of Authority of the Designated Representative</p>	<p>Submission of a Proof of Authority of Bidder's Authorized Representative:</p> <ul style="list-style-type: none"> a) <u>For Sole Proprietorship</u> submission of Duly Notarized Special Power of Attorney. b) <u>For Corporation, Cooperative, or the Members of the Joint Venture</u> submission of Duly Notarized Secretary's Certificate evidencing the authority of the designated representative/s. <p>Once again, Vice-Chair advised Bidders to check the wordings. In case the Board appoints more than one person, it is safe that it be worded "any of the following" or "or" so that even only one person can bind the company.</p> <p>However, if not stated this way, then the Committee will look for all the names and signatures of the persons named in the Secretary's Certificate. And if one signature is missing, the submission is non-compliant and will fail.</p>										
<p>Annex VIII Omnibus Sworn Statement (OSS)</p>	<p>Vice-Chair informed that the OSS is standard in all government biddings.</p> <p>Vice-Chair advised Bidders to use the form that PITC provided in this Bidding Document.</p>										

	<p>The form must be copied verbatim. But to be sure that nothing is missed out, Chair suggested that the form just be scanned or photocopied and then filled up.</p> <p>On the "I/We", the name of the authorized representative named in the Secretary's Certificate will appear on the line.</p> <p>All blanks must be filled up, appropriate boxes must be ticked off.</p> <p>On the Authority of the Designated Representative, the portion: <u>Name, Title and Specimen Signature</u> must be filled up.</p> <p>All statements from "a" to "h" must be complete.</p> <p>The last page must be signed by the authorized representative and notarized.</p>
<p>ENVELOPE 2: FINANCIAL BID FORM (Annex IX)</p>	<p>Vice-Chair explained that similar to the TBF, the FBF cannot be retyped. It may be photocopied for purpose of the other 2 copies required.</p> <p>Envelope 2 will contain the Financial Bid of Bidders where they will indicate the Total Bid price in words and figures which should not exceed the ABC.</p>

OTHER MATTERS:

- Again, Vice-Chair advised Bidders that they have to put a labeled/tab with separator to the documents so that the TWG will easily check the bid submission.
- Vice-Chair also reminded that the Bidders must **sign** or **initial** each and every interlineation, erasure, overwriting and correction made on their bids. Failure to do so shall result in the invalidation and rejection of their bids.
- Vice-Chair also informed Bidders that if it's going to reach US\$1 Million there is an additional requirement for the Counter Trade. If interested a briefing will be conducted by Mr. David A. Inocencio Head of the Counter Trade, right after the Pre-bid Conference or can make an appointment to Ms. Joane Olan of the Countertrade Department on the 4th floor.
- Vice-Chair stated that Bidders should write all their queries/concerns to the BAC Chair which may be sent through email or fax. The BAC will reply through a Bid Bulletin which will be posted in the PhilGEPS and PITC website.
- The Vice-Chair opened the floor for questions/clarifications. Hereunder are the details:

Bidder's Query/Clarification/s	Committee's Reply
	Any questions?
We already have our letter of clarifications; can we submit it now?	
	Yes, Ma'am. You can ask our Secretariat to receive your letter.
Is that required that the SLCC is from the seller or from the manufacturer?	
	From the Bidder, whoever is going to participate as a bidder, whether is the manufacturer or the First-Tier Distributor, that's a requirement of the law po. Anyone

	who's interested to participate has to have a track record. For example, company A is going to participate, Company A has to have the track record of having completed a single contract equivalent of 50% of the ABC of this project.
But if the supplier has a single largest contract, not the bidder, would it valid?	
	No. the requirement is for the Bidder to have a track record. It's the bidder.
Unless it's a Joint Venture?	
	But remember, that there are requirements also for the JV participants other than the Track record.
Okay, Ma'am. Thank you.	
	Just a reminder that there are times that we answer some questions from the Bidder during Pre-Bid Conference. However, it's not official until you put your concern in writing because if there's going to be any changes in the bid requirement just wait for the Bid Bulletin to officially confirm what is said in the Pre-Bid Conference. Let me give you some tips, please fill in all the blank and review your documents well, where you need to sign, please sign. Make sure that your Secretary's Certificate is clear on the indent whether only one signatory is required or several signatories and make sure it matches the signature on each of your documents. If there are any erasures, please counter sign the erasures. Thank you and review your documents well.

Deadline for Questions/clarifications will be on 13 March 2020.

Note: Maximum size of email with attachment is six (6) mb only

- Bidders were advised that any changes in the documents the Committee will issue a Bid-Bulletin and Bidders have to use the revised forms which will be put in the Bid-Bulletin.
- Vice-Chair also reminded that if in case you decided to join in this project, please pay for the Bidding Documents way ahead the Bid opening date (25 March 2020, Wednesday 11:00AM) because the BAC Secretariat will not accept late bids.

Adjourned at 3:10 P.M.

MINUTES TAKEN BY:

MA. VERONICA A. MORALES
Head, BAC Secretariat
KDC

REVIEWED BY:

ATTY. MARIA GUEDELIA C. GUESE
Vice-Chairperson, BAC-I

APPROVED BY:

CHRISTABELLE P. EBRIEGA
Chairperson, BAC-I



ATTENDANCE SHEET

PRE-BID CONFERENCE (Bid Ref. No. GPG-B1-2020-329 2nd Rebid)

Supply and Delivery of (2) Units Brand New Aerial Ladder Truck (BFP-NHQ)

05 March 2020, 2:00PM., 5/F Conference Room, Philippine International Trading Corporation (PITC)
NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

BIDS AND AWARDS COMMITTEE (BAC) I - (GOVERNMENT PROCUREMENT GROUP PROJECT)

Regular Members	Gender	Signature	Technical Working Group	Gender	Signature
1) Christabelle P. Ebrlega	F	(Chairperson)	Elena E. Romero	F	(Team Coordinator)
2) Atty. Ma. Gudelia C. Guese	F	(Vice-Chairperson & Supvg. BAC 1 Secretary)	Katrina B. Alba	F	(Member)
3) Myra Chitella T. Alvarez	F	(Member)	Jinky C. Apolinar	F	(Member)
4) David A. Inocencio	M	(Member)	Rhoneil O. Bautista	M	(Member)
5) Joel S. Rodriguez	M	(Member)	Maria Victoria S. Castillo	F	(Member)
6) Irene G. Alayon	F	(Alternate Member)	Jacky C. Crispino	M	(Member)
7) Vivian E. Monsanto	F	(Alternate Member)	Erika April C. Guycoa	F	(Member)
8) Atty. Mitzell Arhur R. Magdaong	F	(Alternate Member)	Kriss Ann S. Hizon	F	(Member)
9) Ssupt. Jerry D. Candido	F	(Provisional Member)	Fe B. irenea	F	(Member)
10) Supt. Dennis A. Alonzo	M	(Alt. Prov. Member)	Verna Liza DV. Maramot	F	(Member)
End-Users			Gel Cyrell Y. Tallada	F	(Member)
1) Clnp. Jenny Oasey		Coordinator	Secretariat		
2) Sinsp. Gerard Venezuela		TWG Representative	1) Ma Veronica A. Morales	F	(Head)
3) Sinsp. DMS/O ANDAL		Enduser	2) Jane C. Arcilla	F	(Member)
4)		Enduser	3) Ana DG. Asprec	F	(Member)
5)		Enduser	4) Ma Teresa S. Elima	F	(Member)
6)			5) Mirasol S. Ninobia	F	(Member)
			6) Ma. Iriisa G. Ordillano	F	(Member)
Account Officer			Observer/s		
1) Rhoneil O Bautista	M		1) _____ (COA)		
2) Kriss Ann S. Hizon			2) _____		



Bids and Awards Committee (BAC 1)

ATTENDANCE SHEET : PROSPECTIVE BIDDERS

PRE-BID CONFERENCE

(Who Have Not Yet Bought Bid Docs as of Pre-Bid)

Name of Project : Supply and Delivery of (2) Units Brand New Aerial Ladder Truck (BFP-NHQ)

Bid Reference No. : GPG-B1-2020-329 2nd Rebid

Time / Date & Venue : 05 March 2020, 2:00PM., 5th Floor Conference Room, PHILIPPINE INTERNATIONAL TRADING CORPORATION (PITC)
NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

NO ID - NO ENTRY
For Company Personnel
• Valid Company ID with picture and signature
For Individuals (Not representing any Company)
• Any valid government-issued ID with picture and signature

PLEASE PRINT LEGIBLY

ID No.	PRINTED NAME/S OF REPRESENTATIVE	GENDER	COMPLETE COMPANY NAME / ADDRESS	CONTACT NOS.	E-MAIL ADDRESS	LOT NO./s	TIME-IN	BIDDER'S SIGNATURE
1	Oranham Ong Simon G. Pina Rutherford Tan	M M	E. Aquino/Alto Pruning Zapote 1, Baroon Saville Alliance Auto & Truck Subsidia/Service	0917 845 1563	Kolimarketing @ gmail.com		1:40 1:40	[Signature]
2	Tristan Lorde Kristine Fernandez Kevin Padillo	M F M	J-Tuan Integrated & Marketing Corp 405 El Grande Ave. BF Homes, Pasig City	0909025 9179	services @ j-tran.net		1:45 1:45 1:45	[Signature]
3	Paul Tordesillas Fenlan Collis	M F	Small Inland & Supply Trading Co. Km 3 MacArthur Highway Marikina City	0917 824 4419	paulltdc@yahoo.com		1:46	[Signature]
4	Mitos Pajarillo	F	INTEGRATED ENERGY SYSTEMS PCC, Taguig	84780881	map-ics@yahooin-		1:41	[Signature]
5	Jucay B. [Signature]	M	PROS MARKETING AND SERVICES Co. & [Signature] Davao City	0977 335 4736	sales@jregmarketing.com		1:56	[Signature]

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PITC hereby commits to secure and treat the data indicated in this form with appropriate confidentiality and will not be shared with anybody unless with written consent of the data subjects.



Bids and Awards Committee (BAC 1)

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577	Arnel V. Basas	M	118 Kaulaan St., Lourdes Division City BT Industries, Inc.	0908257051	arnel-basas@btindustries.com.ph		2:14	
58	BARBARONE A. CASIGAS	M	ROAD TRANSPORT EQUIPMENT INC. A.S. TERTINA ST., MANDALAY CITY, CEBU	09177927 030	bcasigas@esd-garbo.com		2:21	

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