MINUTES OF THE PRE-BID CONFERENCE
Procurement of Lead Wire for Cal .45
(IB# GA-BAC-2019DP-19)
September 12, 2019 11:00 A.M.

Present were:

Bids and Awards Committee
Ms. Teresita L. Vitug - Chairperson
Ms. Avelina C. Aliangan - Vice-Chairperson
Ms. Amelia Q. Ormadto - Member
Engr. Jopari P. Noceda - Member

Technical Working Group | Chairperson
Engr. Sarah Kaye C. Paguio - Chairperson
Engr. Rowena N. Pineda - Technical Officer

BAC Secretariat
Ms. Rosario B. Tuazon - Head
Ms. Willabelle S. Bulan - Member
Ms. Kimberly Abbey M. Perez - Member
Ms. Johnna N. Oliveria - Member

Prospective Bidder/s
Mr. Larry Llanza - Gecar Machine Solutions, Inc.

A. Administrative Briefing

1. The Pre-Bid Conference for the Procurement of Lead Wire for Cal .45 with an ABC amounting to PhP10,300,000.00 was held on 12 September 2019, 11:00 AM at the Government Arsenal, DND, Camp General Antonio Luna, Laimag, Limay, Bataan. The Chairperson of the Bids and Awards Committee presided over the conference.

2. Only representative from Gecar Machine Solutions, Inc. attended the conference.

3. Engr. Paguio, TWG I Chairperson, presented the briefing on the bidding procedures. After which, the prospective bidder was given the opportunity to raise his concerns as shown below. Likewise, salient points were given emphasis, to wit:

B. Issues and Concerns

- **Bidding Procedure**

  All bidders must comply with all the requirements of Eligibility and Technical Documents to proceed with the opening of the second envelope which contains the Financial Proposal. Bidder who has the Lowest Calculated Bid will be further evaluated for post-qualification to determine the responsiveness of its bid.
• Submission and Opening of Bids
  The submission and Opening of Bids will be held on 26 September 2019, 11:00A.M. at the Government Arsenal, DND Camp General Antonio Luna, Lamao, Limay, Bataan.

• Language of the Bid
  All documents should be in English or if in other foreign language, it shall be translated and must be duly authenticated.

• Bid Submission
  Each Bidder shall submit: One (1) original / certified true copy; and Six (6) machine copies of the first and second components of its bid except for the Omnibus Sworn Statement, Bid Security and Bid Form which must be actual original. All documents shall be properly tabbed.

• PhilGEPS Certificate and Class A Documents
  During bid submission, bidders may submit their Class “A” Documents to be uploaded and maintained current and updated in the PhilGEPS, or if already registered to a Platinum Membership, the Certificate of Registration and Membership shall be submitted. In case the bidder opted to submit their Class “A” Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement.

• On-going Government and Private Contracts
  Bidders must submit all their on-going government and private contracts with Notice of Award (NOA). In the absence of on-going projects, bidders should state non-applicability.

• Single Largest Completed Contract (SLCC)
  Bidders should declare single largest completed contract within five (5) years from the date of submission that is similar to the contract to be bid and the value must be at least 25% of the ABC.
  Similar contracts shall refer to the manufacture or supply of lead or solder wire.

• NFCC Computation
  The bidder’s NFCC is based on its statement of all on-going contracts and audited financial statement. In case of JV, the partner which will submit the computation of the NFCC shall also be the one which will submit the Audited Financial Statements and Statement of all on-going contracts.
  If the bidder opts to submit a Committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid.

• Joint Venture Agreement (JVA)
  All partners to the joint venture shall be jointly and severally liable to the Procuring Entity. Both parties shall submit the requirements for the submission and opening of bids.

• Conformity with Technical Specifications
  Bidders shall submit the Manufacturer’s Certificate authorizing them to sell and / or supply the Lead Wire for Cal. 45, if applicable.
• **Financial Component**
  It contains the Financial Bid Form which includes bid prices and the applicable Price Schedules. The Bid Validity is valid until one hundred twenty (120) calendar days from the date of opening of bids.

• **Statement of Compliance**
  All specification parameters must state the word “Comply” together with the Manufacturer’s Certificate.

• **Grouping and Evaluation of Bids**
  Award for the project is by lot.

• **Taxes and Duties**
  For local representative / supplier with foreign manufacturer, customs duties and taxes on the importation of the subject goods shall be for the account of the GA as consignee, a Manufacturer’s Certificate authorizing them to sell and / or supply the Lead Wire for Cal. 45 shall be submitted during bid opening, if applicable.

• **Post – Qualification (PQ)**
  The BAC will notify the Lowest / Single Calculated Bidder regarding the post-qualification requirements to be submitted.

• **Terms of Payment**
  The terms of payment shall be as follows:

  **A. For foreign manufacturer or supplier:**
  Payment of ninety five percent (95%) upon delivery shall be made thru Letter of Credit (LC) after delivery at the Government Arsenal and upon presentation of shipping documents and Advice of Payment duly signed by the Director, GA
  
  The remaining five percent (5%) shall be retained to cover warranty obligations, to be released after three (3) months upon presentation of the Certificate of Final Acceptance Inspection and Advice of Payment duly signed by the Director, Government Arsenal or upon submission of an equivalent special bank guarantee.
  
  All charges for the opening of LC and/or incidental expenses thereto (i.e. bank commission, documentary stamp, tax, cable, etc.) shall be for the account of the supplier.

  **B. For local manufacturer or supplier:**
  Payment of ninety-five percent (95%) upon delivery shall be made thru Check / Disbursement Voucher (DV) after delivery and acceptance at the Government Arsenal.
  
  The remaining five percent (5%) shall be retained to cover warranty obligations, to be released only after three (3) months or upon submission of an equivalent special bank guarantee.

• **Implementation of Cash-based Budgeting**
  Contracts intended to be implemented for the fiscal year should be fully delivered by the end of the fiscal year. This means that agencies and suppliers must complete (implemented, delivered and accepted) their contracts by the end of 2019, regardless of possible delays.
• Prospective Bidder’s Concern

For this particular project, submission of the Manufacturer’s Acceptance Test Result (MATR) is no longer required.

4. Having no other matters to discuss, C, BAC adjourned the meeting at 11:20 AM.

Prepared by:

KIMBERLY ABBEY M. PEREZ
Secretariat

Noted by:

MS. TERESITA L. VITUG
Chairperson, GA – BAC
# Lead Wire for Cal .45

**IB No. GA-BAC-2019DP-19**

**BAC / TWG I / SEC**

**Attendance Sheet**

Government Arsenal, DND
Camp General Antonio Luna, Laoag, Ilocos Norte, Philippines

**September 12, 2019 11:00 A.M.**

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