MINUTES OF THE PREBID CONFERENCE

Procurement of Oils and Lubricants
(IB# GA-BAC-2020-IA-02)
November 27, 2019 10:00 A.M.

Present were:

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

Technical Working Group III
Engr. Kathleen Donnah P. Reotutar - Chairperson
Ms. Wilma M. Espino - Financial Officer
Mr. Florencio R. Cruz - Technical Officer
Engr. Rowena N. Pineda - Technical Officer
Engr. Allan John G. Lumibao - Technical Officer
Engr. Ulises D. Reyes - Technical Officer

BAC Secretariat
Ms. Rosario B. Tuazon - Head
Mr. Angeles B. Bagtas - Member
Ms. Kimberly Abbey M. Perez - Member
Ms. Johanna N. Oliveria - Member

Prospective Bidder/s
Mr. Mark Angelo P. Vargas - Firstchem Technologies, Inc.
Ms. Maricel Adto - Firstchem Technologies, Inc.
Ms. Adelle Martil - Primesolv Technologies Co.
Mr. Joseph Reside - Techline, Inc.
Ms. Ivy Valenzo - JCMAK Enterprise

The Pre-Bid Conference for the Procurement of Oils and Lubricants with an ABC amounting to PhP1,654,545.00 was held on 27 November 2019, 10:00 AM at the Government Arsenal, DND, Conference Room, Camp General Antonio Luna, Limay, Bataan. The Chairperson of the Bids and Awards Committee (C, BAC) presided over the conference.

A. Administrative Briefing


2. Engr. Reotutar, C, TWG III, presented the briefing on the bidding procedures wherein the bidders were given the opportunity to raise their concerns as shown below. Likewise, salient points were given emphasis, to wit:

   • Eligibility Requirements

   Bidders may submit their Class "A" Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the IRR, or if already registered in the PhilGEPS under Platinum category, their Certificate
of Registration and Membership (with Annex/es forming part of the Certificate) in lieu of their uploaded file of Class “A” Documents, or a combination thereof. 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 to be submitted in accordance with Section 34.2 of the IRR.

- **Statement of all on-going contracts**
  Statement of the prospective bidder of all its on-going government and private contracts, including contracts awarded but not yet started, if any, whether, similar or not similar in nature and complexity to the contract to be bid.
  
  *In the absence of on-going projects, state non-applicability.*

- **Statement of SLCC**
  Statement of the prospective bidder of at least one single largest completed contract within 5 years from the date of submission and receipt of bids that is similar to the contract to be bid whose value must be at least 25% of the ABC.
  
  or
  
  A statement of at least two (2) completed similar contracts and the aggregate contract awards should be equivalent to at least 25% of the ABC and the largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.
  
  For this purpose, similar contracts shall refer to manufacture and/or supply of oils and/or lubricants.

- **Grouping and Evaluation**
  Each item to be evaluated and compared with other bids separately and recommended for contract award separately.

  Ms. Adlo, representative of Firstchem Technologies, asked the committee if they may state “no quote” on items that they were not going to bid. Engr. Reoutilir replied that since the awarding is “per item basis”, they may quote only on items that they were going to bid.

- **Terms of Payment**
  The terms of payment shall be as follows:
  
  Payment of ninety-five percent (95%) shall be made thru:
  
  For Local Manufacturer/Supplier
  a) Modified Disbursement Scheme (MDS) Checks or Direct Payment Scheme via bank debit system through issuance of Advice to Debit Account (ADA) of Supplier (DBM Circular 2013-16 dated December 23, 2013) after delivery and acceptance at the Government Arsenal; or
  
  For Foreign Manufacturer/Supplier
  b) Letter of Credit (LC) after delivery and presentation of Inspection Acceptance Report (IAR) duly signed by the Inspeccion Acceptance Committee and written advice of payment duly signed by the Director, Government Arsenal.
  
  The remaining five percent (5%) shall be retained to cover warranty obligations, to be released after three (3) months or upon submission of an equivalent special bank guarantee, and for LC, upon written advice of payment duly signed by the Director, Government Arsenal.

  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. Issues and Concerns

3. Submission of Samples

Mr. Reside, representative of Techline, asked if the committee has specific quality for acceptance. He shared his experiences in some agencies that even though their items were compliant on the required specifications, still they found them unacceptable due to quality reasons. Mr. Reside would like to know if the committee have grounds for rejection. C, BAC answered that the GA conducts corresponding process tests for each item. Engr. Pineda, TWG member, added that there are items which have stinky odor. Mr. Reside suggested to the committee to require the submission of samples for certain oils and lubricants during post-qualification. C, BAC asked other bidders if they are amenable to the suggestion, to which, all bidders agreed.

4. Item No. 10 - Grease No. 0  Qty: 7 liters
   Item No. 11 - Grease No. 2  Qty: 2 liters
   Item No. 12 - Grease (Blasoluble 301) Qty: 4 liters

   Ms. Adto of Firstchem apprised the committee that the unit of these three (3) items must be in kilo. C, BAC responded that the committee will check the packaging and shall issue necessary bid bulletin for any amendments.

5. Item No. 13 - Hydraulic oil, Renolin B-105, VG-22, 18L/pail
   Item No. 14 - Tellus # 11, 18L/pail
   Item No. 17 - Spindle lubricating oil for chiller (Tellus #5), 18L/pail
   Item No. 18 - Machine lubricating oil (Mobil Vactra # 2), 18L/pail

   Mr. Reside of Techline asked if the committee shall accept equivalent of the above-listed items with corresponding write-up. Ms. Adto of Firstchem mentioned Product Data Sheet (PDS) and Material Safety Data Sheet (MSDS) as examples of aforesaid write-up. The committee allowed the submission of equivalent items together with PDS/MSDS, however, subject for evaluation/process test prior to acceptance. C, BAC informed the bidders that this matter is likewise subject for the issuance of the bid bulletin.

6. Having no other matters to discuss, C, BAC adjourned the meeting at 10:30 A.M.

Prepared by:

ARGEL JOSEPH BAGTAS
Secretariat

Noted by:

MS. TERESITA L. VITUG
Chairperson, GA - BAC
# GOVERNMENT ARSENAL
## DEPARTMENT OF NATIONAL DEFENSE
### PRE-BID CONFERENCE
#### Oils and Lubricants

**GA-BAC-2020-IA-02**  
**BAC / TWG III / SEC**  
**Attendance Sheet**  
Government Arsenal, DND  
Camp General Antonio Luna, Laoag, Limay, Bataan  
**November 27, 2019 10:00 A.M.**

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<td>MS. TERE SITA L. VITUG</td>
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<td>MS. AVELINA C. ALIANGAN</td>
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<td>MS. AMELITA Q. OMDTTO</td>
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<td><strong>TWG III</strong></td>
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<td>MS. MARICRIS S. RUIZ</td>
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# Oils and Lubricants

**IB No. GA-BAC-2020-IA-02**

**BIDDERS**

**Attendance Sheet**

Government Arsenal, DND

Camp General Antonio Luna, Lamao, Limay, Bataan

November 27, 2019  10:00 A.M

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