

Contract Name : INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF FUNGICIDE / INSECTICIDE REQUIREMENTS FOR IFOIGAP – TOBACCO (TCGS) CY 2018-19

Contract ID No. : PB 2018 - 23

**Pre-bid Conference**  
25 October 2018, 2:00 PM

Present:

**The Bids and Awards Committee (BAC):**

CRISTINA C. LOPEZ, DBA - Chairman  
ROBERTO R. BONOAN, Ph. D. - Member  
ATTY. ROHBERT A. AMBROS - Member

**Technical Working Group (TWG) Staff:**

LINA A. CERA - Chief Science Research Specialist

**COA Representative:**

ROY ANTONIO V. TENEZA

**Prospective Bidders:**

FLORENTINO PANGUINAN - BINHI Producers Cooperative  
RAFAEL ROGACION - AGWAY Chemicals Corp.  
VINCENT ROBLES - AGWAY Chemicals Corp.  
ELIS RODIL - St. Joseph Agricultural Supply  
RANDY HIMOSALES - St. Joseph Agricultural Supply

**PROCEEDINGS**

1. The BAC Chairperson officially called the Pre-bid Conference to order at 2:10 p.m., with the presence of the three (3) BAC Members, therefore constituting a quorum, the COA Representative, as Witness, the TWG Staff, and the three (3) prospective bidders.
2. The BAC Chairperson announced the Contract Name of the Project to be bid-out and the Approved Budget for the Contract (ABC) for the project; and proceeded to state that the Pre-bid Conference was convened for the purpose of clarifying any gray area and to answer the questions / issues of the prospective bidders, if there be, pursuant to the pertinent provision of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

3. The BAC Members responded to the queries raised by the prospective bidders, as follows:

3.1 On the question of the prospective bidders, who did not yet purchase the bid documents, they were advised to download the bid documents for the instant bidding from the PhilGEPS.

Nonetheless, the TWG Staff, Ms. Lina Cera read-out the specifications, citing particularly the active Ingredients of the required fungicide / insecticide, the packing, thereof, and more importantly, Ms. Cera stressed that the same should be registered with the Fertilizer and Pesticide Authority (FPA), for use for tobacco, except for the Tea Tree Oil, which should be registered with Bureau of Agriculture and Fisheries Standard (BAFS).

3.2 On the question as to the number of lots for the bidding of the instant fungicide / insecticide, the BAC Members made it clear that all of the required Fungicide / Insecticide comprise only one (1) lot, therefore, the bidders are advised to bid for all of totality of the requirements with one bid price, only, however, the bidders are required to indicate the unit price for each item in the Detailed Bid Form, which was provided by the BAC together with the Bid Documents.

3.3 On the evaluation of the bid, the BAC stated that the BAC shall consider the total bid price of the eligible bidder, in the determination of the Lowest Calculated Bid.

3.4 On the delivery period, the BAC Members emphasized that the same is for a period of fifteen (15) days, reckoning from the date of receipt of the Notice to Proceed by the Awardee / Winning Bidder. The BAC members stated further that the deliveries for the eight (8) NTA Branch Offices, which are the identified Delivery Sites in the Bid Documents issued by the BAC, should be completed in fifteen (15) days.

Moreover, the BAC Members invited the attention of the prospective bidders to pages 63 and 64 of the said bid documents, identifying therein, the NTA Representatives for the respective Project delivery sites.

3.5 On the distribution, by Project delivery site, of the Fungicide / Insecticide, the BAC Members replied that the inquired distribution is shown in the Detailed Bid Form, which was included in the Bid Documents issued by the BAC.

3.6 On the description of the Fungicide / Insecticide items, one of the items was erroneously described. The item: Abamec 1.8 EC should read as: "Abamectin", considering that Abamec is a brand.

- 3.7 On the contents of the Bid offers and on the preparation, thereof, the BAC members stated that the prospective bidders should be guided by pages 19 to 23 of the said Bid Documents, and should therefore read the same closely, considering that the BAC shall comply, strictly, with the Non-Discretionary Pass / Fail Criteria during the Opening of the Bid envelopes for the Technical and Financial Components of the bid offers.
- 3.8 On the Technical Specifications, the BAC members also reminded the prospective bidders to read carefully pages 67 and 68 of the said bid documents.
- 3.9 On the bid forms appearing as pages 73 and 74 of the bid documents, entitled respectively, as: "For Goods Offered from Abroad" and "For Goods Offered From Within the Philippines", the BAC members waived the filling-up of the same.
- 3.10 On the required "Single Largest Completed Contract (SLCC)", which is similar in nature to the contract to be bid, the BAC Members clarified that the same refers to the completion of a single contract which involves the delivery and supply of Fungicide / Insecticide which is at least equivalent to fifty percent (50%) of the ABC of the Project, now subject of public bidding, or Php 4,296,773.00.
- 3.11 On the Active Ingredients for the Fungicide / Insecticide, BAC Member Dr. Bonoan and TWG Staff, Lina Cera, stressed that the BAC will strictly stick with the required Active Ingredients, as specified in the duly issued Technical Specification; and that the same should have been registered and tested by the FPA for tobacco.

There being no other questions / issues to address, the BAC Chairman announced that the Pre-bid Conference is now formally adjourned, however, the COA Representative, R. Teneza raised his concern over the waiver by the BAC of the bid forms, appearing as pages 73 and 74 of the said bid documents.

Mr. Teneza proceeded to state that the subject forms are minimum requirements, hence, these should not be waived.

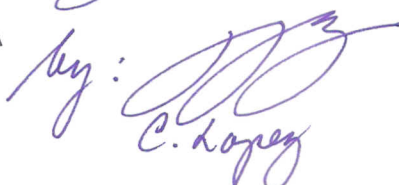
In view of the foregoing stated stance / position of COA Representative Teneza, the BAC Members unanimously decided to abide by the said enlightenment shed by the former, hence, the BAC Members announced clearly and emphasized that the prospective bidders should fill-up the subject forms, appearing as pages 73 and 74, as may be applicable to their respective circumstances.

The Pre-bid Conference was formally adjourned.

Minutes taken by:

*on official travel*

**VIVIEN F. FERAREZA**  
BAC Secretariat

by:   
C. Lopez