



**CONTRACT NAME :** INVITATION TO BID FOR THE PROJECT:  
**Supply & Delivery of 65 Units of Water Pump & Engine Sets**

**CONTRACT ID No.:** PB 2018-30

**Pre-bid Conference**  
**15 January 2019, 10:00 A.M., at the 3<sup>rd</sup> Floor, NTA Training Room**

**Present:**

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

CRISTINA C. LOPEZ, DBA – Chairperson  
ROBERTO R. BONOAN, PhD – Vice Chairperson  
MA. TERESA B. LAUDENCIA - Member  
ATTY. ROHBERT A. AMBROS - Member

**TWG STAFF:**

Engr. ALEX BORJE – Chief, TPRO, Tobacco eaf Regulation Division

**COA REPRESENTATIVE:**

Roy Antonio Teneza – Witness

**PROSPECTIVE BIDDERS:**

Ms. Elizabeth Evangelista, Representative -Tarlac Robert "G" Motors Trading  
Mr. Abraham Perez III, Representative –Super Trade Machinery Global, Inc.  
Mr. Kelvin Kyle Gines, Representative – All Certified Equipment Trading Corp.  
Ms. Christina Ochavillom Representative – Lakas Agritech Marketing

**Absent:**

PRISCILLA S. ESGUERRA - Member (On Official Travel)

**PROCEEDINGS**

1. The BAC Chairman called the pre-bid conference to order at 10:00 a.m., by acknowledging the presence of four (4) prospective bidders and thereafter introduced the members of the BAC, the TWG Staff and the COA Representative.
2. Thereafter, the BAC Chairman proceeded to state the purpose for which the instant Pre-bid Conference is being called for, by virtue of the 2016 Revised IRR of R.A. 9184.
3. The prospective bidders thus proceeded to ask questions and request for clarification of gray areas, as follows:



- 3.1. On the 8 hp requirement, the prospective bidders opined that the same was too high / strong such that the same should only be 6 to 7 hp. To this BAC Member, Dr. Roberto Bonoan clarified that the water requirement of the tobacco plant is voluminous unlike other agricultural crops, hence, a higher hp is required.
- 3.2. On the required AMTEC test, the TWG Staff clarified that the said test will only be required for the engine.
- 3.3. On the delivery sites of the subject equipment, the attention of the prospective bidders was called to the Instruction to Bidders / Bid Documents that such was explicitly stated / defined therein, particularly, for the province of Abra and the breakdown of distribution of the units is by Municipality, as likewise indicated, therein.

To this, the BAC Chairman assured the prospective bidders that NTA Extension Workers will be available at the respective Project Delivery sites to receive the respective deliveries. And that, the Winning Bidder should give the NTA, advance information on the date and time of deliveries, to ensure the availability of the NTA Extension Workers.

- 3.4. Various questions and suggestions arose surrounding the Technical Specifications for the subject equipment. The TWG Staff and BAC Member Dr. R. Bonoan rendered clarification thereon. At the end of the discussion, the BAC Chairman stated that the BAC will stick to the Technical Specifications, as stated in the Instruction to Bidders (ITB) / Bid Documents, considering that the same was approved by the NTA Board of Directors (BOD). And that, it goes without specifying that the subject equipment carries the basic specifications of: (1) water cooled, and (2) self priming.

Further hereto, the BAC Chairman inquired from the prospective bidders if the subject Technical Specifications are available in the market, to which, they replied in the positive, hence, there will be no problem as to the availability of the subject equipment.

- 3.5. On the Delivery period, the BAC Chairman stated that it is strictly for fifteen (15) calendar days upon receipt by the Winning Bidder of the Notice to Proceed, and that late deliveries will be subjected to Liquidated Damages.
- 3.6. It was emphasized by the BAC Chairman, as concurred with by the BAC Members that upon the conduct of Post Qualification, the BAC members will check the availability / existence of sixty five (65) units of the subject equipment at the warehouse of the Bidder with the Lowest Calculated Bid (LCB), to ensure that delivery of the same will be made within the prescribed delivery period, considering the urgency of the need, thereof, by the tobacco-farmer beneficiaries.



- 3.7. It was also made clear that the subject equipment should already be assembled upon the delivery, thereof, at the respective Project sites.
  - 3.8. Further thereto, the subject equipment will be inspected at the respective Project sites by an NTA Technical Staff and to be accepted by the same if these are found in order and in good condition, being compliant with the required specifications.
  - 3.9. As to the query on the number of units, the BAC Chairman confirmed that the subject of the instant procurement is sixty five (65) units.
  - 3.10. On the query as to the check list of documents required for the public bidding, the BAC Chairman called the attention of the prospective bidders to pages 20 to 22 of the Instruction to Bidders / Bid Documents issued by the BAC for the instant public bidding.
4. There being no other matters to address, the BAC Chairman formally adjourned the Pre-Bid Conference at 11:15 a.m.

Proceedings taken by the BAC Secretariat:

*on official travel*  
VIVIERN ~~A~~. FERAREZA

*By: [Signature]*  
C. Lopez