

BIDS AND AWARDS COMMITTEE
Minutes of the Meeting

Pre-Bid Conference for the Contract on the Supply and Delivery of One
(1) Unit Forklift Truck 5 Tonner
December 3, 2018 at 2:00 P.M.

Present:

Engr. Zaldy A. Lacson - BAC Vice-Chairperson
Bobby J. Dela Cruz - BAC Member
Jesserie O. Clorion - BAC Member
Engr. Joecel B. Belvis - BAC Member
Shalmahr B. Vito - Head, BAC TWG
Marjorie A. Dela Cruz - Head, BAC Secretariat
Criselda D. Fonte - BAC Secretariat

Absent:

Atty. Dante A. Arcangeles - BAC Chairperson

Other Present:

Elmer Mallari - Sales Representative, Project Management &
Technical Resource Corp.
Jacqueline Ortiz - Authorized Representative, G. Arabia Platinum
Construction & Development Co.

Declaration of Quorum:

The Vice-Chairman called the Meeting to Order at 2:00 P.M.

Upon determination of the BAC Secretariat that majority of the members are present, it was announced that there being a Quorum.

The BAC, then proceeded to transact its business for the Pre-Bid Conference for the Contract on the Supply and Delivery of One (1) Unit Forklift Truck 5 Tonner with an Approved Budget for the Contract of Three Million Pesos (PhP3,000,000.00). The requesting unit is Water Resource Division. It was presented to the Board of Directors for public bidding and subsequently was approved through BOD Resolution No. 99 dated November 20, 2018.

Proceedings:

- The Vice-Chairman informed the Committee that he will be the one to preside the meeting because the Chairman is on official travel, and started that the pre-bid conference is being held to discuss, among other things, the eligibility requirements and the technical and financial components of the Contract on the Supply and Delivery of One (1)

52 Unit Forklift Truck 5 Tonner. According to Engr. Lacson, the forklift
53 will be used to lift/transport the chemicals going to mixing house.
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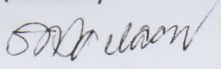
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- 56 • The Vice-Chairman instructed the Secretariat to let the representative
57 introduced themselves to the members of the BAC.
 - 58 • As directed by Engr. Lacson, the Secretariat apprised the Committee
59 that there were five (5) prospective bidders downloaded in the PhilGEPS
60 website, however only Project Management and Technical Resources
61 Corp. purchased the bidding documents on the day of pre-bid
62 conference. The sending of invitation letters was on November 22,
63 2018 but none from them are present.
 - 64
 - 65 • The Secretariat read out the ITB 002-2019.
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 - 67 • Having no other comment, Engr. Lacson directed the Committee to go
68 over the preliminaries of Checklist of Requirements for Bidders and the
69 Eligibility Requirement 1 to 9.
 - 70
 - 71 • The Vice Chairman encourage the bidder's representative to raise their
72 queries for some clarification on the requirements set by the
73 Committee.
 - 74
 - 75 • The Committee reviewed Technical Requirement no. 10 to 23.
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 - 77 • Engr. Lacson explained in detail to the bidders the Technical
78 Requirements No. 13- Duly Notarized Authority of the Signatory.
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 - 80 • The sales representative of Project Management & Technical Resource
81 Corp. gave an assurance that they can provide the after sales.
 - 82
 - 83 • Afterwards, Miss Ortiz, authorized representative of G. Arabia
84 Platinum Construction & Development Co. asked the prepared brand of
85 Forklift.
 - 86
 - 87 • Engr. Belvis replied that the procuring entity has no brand preference
88 but it must not be made in China.
 - 89
 - 90 • Knowing that the bidder's are not the manufacturer of forklift, the Vice
91 Chairman reiterated that on Technical Requirement No. 19, bidder's
92 must submit a Distributorship/Dealership Certificate issued by the
93 Manufacturer if the company is a distributor or dealer of the goods
94 offered.
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 - 96 • Thereafter, Mr. Mallari told the Committee that the unit is from Korea.
 - 97
 - 98 • The Committee strictly emphasized the major parts of forklift must not
99 be made from China, particularly the engine.
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 - 101 • In response to the query of the Vice-Chairman, Ms. Ortiz and Mr.
102 Mallari, the bidder's representative told the Committee that LTO
103 Registration is not compulsory because the delivery of unit will be
104 transported from port to delivery site through self loader truck and

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during the repair of unit, according to Mr. Mallari the technician will go to site where the unit is located.

- There was no other comments after having reviewed all the technical requirements, the Committee together with the Technical Working Group proceeded to Technical Specification.
- Upon thorough review on the technical specification, the Committee and TWG saw some correction to be amended.
- Afterwards, Engr. Lacson reminded the bidders that the engine of forklift must be made either from Japan or Korea because based from the market survey the allocated budget is enough for this procurement.
- Thereafter, Engr. Lacson instructed the Secretariat to prepare an addendum to be posted and be made available to all bidders.
- The Secretariat recapitulated the amendments to be made, to wit:
Lifting (Laden):400-430/420-500 (WF3) 400/420(WJ3)mm/s
Maximum Draw bar pull (Laden/Unladen): 54 (WF3) 50-54 (WJ3)KN
Maximum Grade ability (Laden):35 (WF3) 15-35 (WJ3) %
- The meeting adjourned at 3: 45 PM.

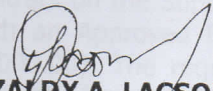
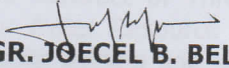


Prepared by:



MARJORIE A. DELA CRUZ
Head, BAC Secretariat

Approved by:

(On Travel)
ATTY. DANTE A. ARCANGELES
BAC Chairperson


ENGR. ZALDY A. LACSON
Vice-Chairperson
ENGR. JOECEL B. BELVIS
Member
BOBBY J. DELA CRUZ
Member
JESSERIE O. CLORION
Member