



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Agham Road, Diliman, Quezon City, 1104

**MINUTES OF THE PRE-BID CONFERENCE FOR THE
PUBLIC BIDDING FOR THE SUPPLY AND DELIVERY OF BRAND NEW
MOTOR VEHICLE REQUIREMENT (ONE UNIT MINI BUS) OF THE OFFICE
OF THE OMBUDSMAN
(PB 2019-08)**

**APPROVED BUDGET FOR THE CONTRACT:
THREE MILLION SEVEN HUNDRED THOUSAND PESOS
(PHP 3,700,000.00)**

24 June 2019, OMB Executive Lounge, 3:00 p.m.

The Pre-Bid Conference started at 3:25 p.m. with an introduction of the parties in attendance by Ms. Marjorie Hazel R. Cofino, Member, BAC Secretariat, to wit:

The Bids and Awards Committee:

DIR. ADORIE T. CORNITO	- Vice-Chairperson
DIR. MARY RAWNSLE V. LOPEZ	- Member
DIR. NELLIE P. BOGUEN-GOLEZ	- Member
ATTY. JANET CABIGAS-VEJERANO	- Member
ATTY. JULIEVER ROQUE LAMUG	- Member

The Technical Working Group:

ATTY. LORETO C. CUNANAN	- Chairperson
ATTY. REINER C. SADSAD	- Vice-Chairperson
ATTY. EMILYN CRISTINA M. CASTILLO	- Member
MR. ANTHONY A. VILLARAMA	- Member

The BAC Secretariat:

MS. JOSEPHINE S. VARGAS	- Head
MS. MARJORIE HAZEL R. COFINO	- Member
MR. ROMMEL T. NAKANOMI	- Member
MS. JOAN DC. ESCALADA	- Member
MS. RONALYN S. CALAYO	- Member

Witnesses / Observers:

None

Ms. Cofino likewise announced the presence of two (2) prospective bidders, to wit: 1) PRINCE MOTOR CORPORATION represented by Ms. Joanna May Valdez and Mr. Ralph Ryan Pagtama; and, 2) AREZA MOTOR SALES represented by Mr. Elton Encina.

Ms. Josephine S. Vargas, Head, BAC Secretariat, reported the following activities on the Office's compliance with the requirements of R.A. No. 9184:

- 1) The Invitation to Bid (ITB) was posted at the PhilGEPS, Ombudsman Website and BAC Bulletin Board on 14 June 2019.
- 2) Letters of Invitation for the Pre-Bid Conference, Opening of Bids and Post-Qualification were sent and received by the following Witnesses and Observers:
 - a. Hon. Melchor Arthur H. Carandang (Overall Deputy Ombudsman, OODO)

- b. Atty. Kristine Joy M. Meñez-Macalalad (Assistant Ombudsman, OMB-Proper)
- c. Mr. Crisanto S. Frianeza (Secretary General, Philippine Chamber of Commerce Industry)
- d. Ms. Ma. Asuncion M. Golez (National President, Philippine Institute of Certified Public Accountants)
- e. Mr. Joey I. Bernardino (State Auditor IV, Audit Team Leader, COA)
- f. Mr. Gerhard G. Basco (OMBEA Representative).

With the presence of the Chairperson and five (5) Members of the Bids and Awards Committee (BAC) and the Chairperson and four (4) Members of the Technical Working Group (TWG), a quorum to transact business was manifested by Ms. Vargas.

The Pre-Bid Conference was called to order by Dir. Adorie T. Cornito, BAC Vice Chairperson. She then turned over the discussion to the TWG.

Mr. Anthony A. Villarama, TWG Member, proceeded with the presentation of the Invitation to Bid, Eligibility requirements, and Post-Qualification documents. Atty. Loreto C. Cunanan, TWG Chairperson, asked the prospective bidders if they had questions on the presentation. Both prospective bidders said that they had no questions.

Atty. Cunanan then presented the technical specifications as shown in OMB Bid Form No. 1 (Technical Proposal).

The following were the issues/questions raised and the corresponding reply/comments of the BAC/TWG:

PARTICULARS	ISSUES / QUESTIONS RAISED	REPLY / COMMENTS
TECHNICAL PROPOSAL	PRINCE MOTOR CORPORATION (Ms. Joanna May Valdez): On the Brake System , all our vehicles now use the Drum break system, not anymore the Disc brake system. AREZA MOTOR SALES (Mr. Elton Encina): We have the same observation.	TWG: We will take note of your comment and issue a Supplemental / Bid Bulletin on this, if necessary.
	PRINCE MOTOR CORPORATION (Ms. Valdez): On the Height of the vehicle which is Max 2700mm , may we confirm if the roof-mounted ventilation is included in this measurement? Our offered vehicle would measure 2755mm in height if such ventilation is included. But if not, its height would be 2630mm.	TWG: We will take note of your comment and issue a Supplemental / Bid Bulletin on this, if necessary.

OTHERS	PRINCE MOTOR CORPORATION (Ms. Valdez): On the Retention Money , we issue a Bank Guarantee for the entire three (3) years.	TWG (Atty. Loreto C. Cunanan): Please note that the reckoning date of the three-year period is from Delivery and Acceptance.
	AREZA MOTOR SALES (Mr. Encina): On the TPL/GSIS , who will shoulder it?	TWG (Mr. Villarama): Like in the last procurement, it may be in the account of the Office of the Ombudsman or in your account.
	PRINCE MOTOR CORPORATION (Ms. Valdez): If it will be in our account, we will just let you sign an Authority.	TWG (Mr. Villarama): Yes.

Atty. Cunanan then presented OMB Bid Form No. 2 (Financial Proposal) and its attached Schedule of Prices.


The BAC Secretariat then showed a short video / presentation on how the bidders should prepare their bids.

There being no more further queries, the Pre-Bid Conference for the Public Bidding for the Supply and Delivery of Brand New Vehicle Requirement (One Unit Mini Bus) of the Office of the Ombudsman (PB 2019-08) was adjourned at 4:00 p.m.

Prepared and attested by:


JOSEPHINE S. VARGAS
 Head, BAC Secretariat

BIDS AND AWARDS COMMITTEE


JULIEVER ROQUE LAMUG
 Member


JANET CABIGAS-VEJERANO
 Member

ON LEAVE
LORENZO G. VERGARA
 Member


NELLIE P. BOGUEN-GOLEZ
 Member


MARY RAWNSLE V. LOPEZ
 Member


ADORIE T. CORNITO
 Vice-Chairperson

WELLNESS LEAVE
MARIBETH T. PADIOS
 Chairperson