



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

**MINUTES OF THE PRE-BID CONFERENCE FOR THE
REBIDDING FOR THE SUPPLY AND DELIVERY OF BRAND NEW MOTOR
VEHICLE (AUV & PICK-UP) REQUIREMENT OF THE OFFICE OF THE
OMBUDSMAN
(PB 2019-16)**

**APPROVED BUDGET FOR THE CONTRACT:
THREE MILLION ONE HUNDRED THOUSAND PESOS
(PHP 3,100,000.00)**

10 July 2019, Hearing Room, 1:30 p.m.

The Pre-Bid Conference started at 1:44 p.m. with an invocation and introduction of the parties in attendance by Ms. Marjorie Hazel R. Cofino, Member, BAC Secretariat, to wit:

The Bids and Awards Committee:

AO. MARIBETH T. PADIOS	- Chairperson
DIR. ADORIE T. CORNITO	- Vice-Chairperson
DIR. MARY RAWNSLE V. LOPEZ	- Member
DIR. NELLIE P. BOGUEN-GOLEZ	- Member
ATTY. LORENZO G. VERGARA	- 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
MR. LEOPOLDO BINGCANG IV	- Member

The BAC Secretariat:

MS. JOSEPHINE S. VARGAS	- Head
MS. MARJORIE HAZEL R. COFINO	- 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) NISSAN COMMONWEALTH represented by Mr. Romeo Mallari; and, 2) FOTON MARILAO represented by Ms. Marian Jhoy Antonio.

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 02 July 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:
- Hon. Edilberto G. Sandoval (Acting Overall Deputy Ombudsman, OODO)
 - Atty. Kristine Joy M. Meñez-Macalalad (Assistant Ombudsman, OMB- Proper)
 - Mr. Crisanto S. Frianeza (Secretary General, Philippine Chamber of Commerce Industry)
 - Ms. Ma. Asuncion M. Golez (National President, Philippine Institute of Certified Public Accountants)
 - Mr. Joey I. Bernardino (State Auditor IV, Audit Team Leader, COA)
 - Mr. Gerhard G. Basco (OMBEA Representative).

With the presence of the all Members of the Bids and Awards Committee (BAC) and all 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 AO Maribeth T. Padios, BAC 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.

Mr. Leopoldo Bingcang IV, TWG Member, then presented the technical specifications as shown in OMB Bid Form No. 1A and 1B (Technical Proposal).

Atty. Loreto C. Cunanan, TWG Chairperson, asked the prospective bidders if they had questions on the presentation. The following were the issues/questions raised and the corresponding reply/comments of the BAC/TWG:

PARTICULARS	ISSUES / QUESTIONS RAISED	REPLY / COMMENTS
ELIGIBILITY and TECHNICAL DOCUMENTS	NISSAN COMMONWEALTH (Mr. Romeo Mallari): On the <i>Credit Line Certificate</i> , should we use the form in the bidding documents and just fill-in the blanks?	TWG: Yes. BAC: However if the bank has its own form please make sure that all the statements are included in the certificate. Please also ensure that you apply your Credit Line Certificate with a Universal or Commercial Bank.
	NISSAN COMMONWEALTH (Mr. Romeo Mallari): On the <i>Single Largest Completed Contract (SLCC) Form</i> , what should we indicate in the columns of "Bidder's Role" and "%"?	TWG: You may indicate whether you are a Supplier and the percentage of such role.
TECHNICAL PROPOSAL	NISSAN COMMONWEALTH (Mr. Romeo Mallari): On Lot 1, <i>Engine Displacement</i> , may we ask if the displacement of 2488 cc may be accepted?	TWG: We go by the technical specifications as these are the end-user's requirements.

	NISSAN COMMONWEALTH (Mr. Romeo Mallari): On the <i>Warranty</i> of the vehicle, does this include only warranty work?	TWG: Yes. This does not include supplies and parts as per standard industry practice.
TECHNICAL PROPOSAL	NISSAN COMMONWEALTH (Mr. Mallari): On the <i>Engine Displacement for Lot 2 (1 unit Brand new AUV)</i> , maybe 2.5 <u>cc</u> is just a typographical error? It should be <u>2.5 L or 2500 cc.</u>	TWG: Thank you for your correction. Also, opposite the specifications particularly on the <i>ENGINE DISPLACEMENT</i> and <i>DIMENSION</i> , please indicate the exact displacement and dimension of your offered vehicle.
	FOTON MARILAO (Ms. Marian Jhoy Antonio): For <i>Lot 2 (1 unit Brand new AUV)</i> , our vehicle has a bigger displacement.	TWG: Our technical specification indicates the Minimum so you may offer a bigger displacement. However please note that the Dimensions (Length, Width and Height) indicated therein for Lot 2 are specific.
OTHERS	NISSAN COMMONWEALTH (Mr. Mallari): On the <i>Retention Money</i> , can we submit a bank guarantee?	TWG: Yes, you may submit a Bank Guarantee. As specified in our bidding documents, we now require 1% retention money instead of 5%.
	FOTON MARILAO (Ms. Antonio): Do you have a requirement for the color of the envelope?	TWG: No. Any color will do, as long as it is not transparent.
		TWG: As additional reminders for our prospective bidders, please make sure that the signatory in the Technical/Financial Proposal is the one authorized in the Secretary's Certificate. Please also ensure that the Bid Securing Declaration (BSD) and the Omnibus Sworn Statement (OSS) contain all the required statements.

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 Rebidding for the Supply and Delivery of Brand New Motor Vehicle (AUV & Pick-up) Requirement of the Office of the Ombudsman (PB 2019-16) was adjourned at 2:27 p.m.

Prepared and attested by:


JOSEPHINE S. VARGAS
Head, BAC Secretariat


BIDS AND AWARDS COMMITTEE

JULIEVER ROQUE LAMUG
Member



JANET CABIGAS-VEJERANO
Member


LORENZO G. VERGARA
Member


NELLIE P. BOGUEN-GOLEZ
Member


MARY RAWNSLE V. LOPEZ
Member


ADORIE T. CORNITO
Vice-Chairperson


MARIBETH T. PADIOS
Chairperson