



COOPERATIVE DEVELOPMENT AUTHORITY Regional Office X

Macapagal Drive-Crossing Canitoan, Zone 2, Barangay Canitoan, 9000 Cagayan de Oro City
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MINUTES OF PRE-BID CONFERENCE/MEETING HELD AT CDA-10 CONFERENCE ROOM CANITOAN CAGAYAN DE ORO CITY ON SEPTEMBER 12, 2022 FOR THE PROCUREMENT OF 2IN1 CORN MILL COMBINED RICE MILL WITH 10 KVA DIESEL GENERATOR SET AND FLOATING TILLER (MUD BOAT) PROJECT WITH CONTRACT NO. CDAR10-GOOD-2022-09-1

Present:

1. Edwin B. Pelosas - BAC Chairman
2. Gloria V. Barrido - BAC Vice-Chairman
3. Ma. Isadel S. Atrigenio - BAC Member
4. George B. Sayre - BAC Secretariat
5. Jose Renante L. Deloso, Jr. - BAC Secretariat
6. Felix M. Templa - Technical Working Group (TWG)
7. Mark Niel T. Ga - Technical Working Group (TWG)
8. Lemuel S. Nicolas - Area Sales, Fortune Tract Agro-sales, Inc. (Supplier)
9. Noel M. Celestino - Representative, Megamight Enterprises (Supplier)

Agenda:

1. Call to Order
2. Determination of Quorum
3. Business proper
4. Presentation of the Bidding Documents
5. Issues and concerns of the project
6. Adjournment

Agenda No. 1. & Agenda No. 2. The Meeting started at 2:15 in the afternoon after the declaration of quorum with three Members of the BAC present. Presided by Chairman Edwin B. Pelosas.

Agenda No. 2. Business Proper. The BAC chairman informed the participants that the importance of the meeting is to discuss the contents of the bidding documents and for the interested bidders to raise issues and concerns as a way of clarification of the required documents to be submitted to qualify on the opening of bid.

Agenda No. 4: Presentation of Bidding Documents. The chairman asked the participants if the BIDDING documents is to be read section by section or to dispense the reading and to proceed with the issues and concerns in the content of the project. Upon motion by BAC Vice Chairman Gloria Barrido to dispense the reading of the Bidding documents and proceed with the issues and concerns/clarifications. Seconded by BAC member Ma. Isadel S. Atrigenio. No objection. Approved.

BAC Resolution No. 09-12-004, s. of 2022. "to dispense the reading of the Bidding documents and proceed to issues and concerns/clarification."



Agenda No. 5. Issues and concerns/clarifications.

1. Lemuel S. Nicolas – Fortunetract Agro – Sales, Inc.
 - How many copies of Sealed Bid documents are to be submitted, in the biddings I attended and joined other procuring entity required 5, 4 and 9.
 - The chairman ruled it 5 copies. No objection.
2. On SLCC: The items already delivered and accepted but payment is on-going, is it consider and acceptable to form part of the SLCC?
 - The chairman ruled: yes, but with attached certificate of acceptance and certification of on-going payment from the procuring entity.
3. In BDS ITB Clause 5.3.b SLCC is 12 months but 2 years in the posted ITB?
 - The chairman ruled, we will amend. No objection.
4. In the Technical description: “Tailor Fit to a certain brand or supplier” No range in the dimension of the items, the type is centrifugal, it should either be centrifugal or pyramidal and the motor is branded with ICHI. How it can be a competitive bidding if other supplier/manufacturer cannot participate?
 - The chairman ruled to bring this to the end-user and the HOPE for final decision and amendment considering that this description are based in the approved purchase request.
5. Place of actual delivery;
 - The Chairman ruled, it’s better to have it delivered to Marawi City to ensure that the actual operator of the machine is the actual assigned operator to be trained.
6. Suppliers recommendations:
 - a. Require interested bidder additional requirement such as Permit to operate issued by D.A., Certificate of Membership from National Agricultural & Fisheries Machinery assemblies, Importers, Distributors & Dealers Accreditation & Classification (NAMDAC) and Service Center.
 - The Chairman ruled, will bring this to the attention of the HOPE for consideration.

There having no other matters to be discussed the meeting is adjourned at 4:15 P.M. upon motion by BAC member Ma. Isadel S. Atrigenio and duly seconded by BAC member Gloria B. Barrido.

Prepared by:


GEORGE B. SAYRE
BAC Secretariat

Noted by:


EDWIN B. PELOSAS
BAC Chairman