



Republic of the Philippines
BUREAU OF LOCAL GOVERNMENT FINANCE
Department of Finance, Regional Office No. VIII
3/F Doors A305-A309, F. Mendoza Commercial Complex
141 Sto. Niño Street, Tacloban City
Fax. No. 053-321-2018, Tel. Nos. 053-325-5029/053-523-6474
Email Address:

MINUTES OF THE MEETING

Venue: **Room A306-Treasury Division
BLGF-DOF, Region VIII
Tacloban City**

Date : **January 2, 2020**

Time : **10:00AM**

I – ATTENDANCE –

Present:

BIDS AND AWARDS (BAC) COMMITTEE

1. Ms. Marilou Q. Cañete, Chairperson
2. Mr. Neil A. Lamban, Vice Chairperson
3. Ms. Lina Teresita M. Go, Member
4. Ms. Corazon E. Aguirre, Member
5. Ms. Charlott R. Lipardo, Member

BAC SECRETARIAT

1. Ms. Pamela Maria B. Tan
2. Mr. Angelo M. Calda

OBSERVERS

1. Mr. Wilenton C. Liao represented by his Secretary, Ms. Mary Joy Lazarte Attended the Pre-bid conference;
4. Ms. Rosemarie B. Perez, COA Auditor were invited to attend the Pre-Bid Conference in a Letter dated December 19, 2019 but not able to attend nor send a representative, and
5. Mr. Oliver Cam, Vice-President External Affairs PCCI (CSO rep.) thru a letter dated December 19, 2019 was also invited but not able to attend nor send a representative.

II – AGENDA –

Pre-Bid Conference for the REBIDDING on the Procurement of One (1) unit Brand New Asian Utility Vehicle (AUV) with Engine displacement not exceeding 2800cc, Diesel type, with an Approve Budget Contract (ABC) of One Million Three Hundred (P1,300,000.00).

III – CALL TO ORDER –

Ms. Cañete, BAC Chairperson called the meeting to order at 10:10AM

Ms. Aguirre, BAC Member, lead the prayer before the activity started, to ask for guidance to our Creator.

IV – HIGHLIGHTS OF THE MEETING –

1. Reading of the previous Minutes of Meeting on December 17, 2019 by the BAC Secretariat and reiterating of the Procurement Action Plan.
2. Roll Call of attendance made by the BAC Secretariat and introduce the lone attendance of one (1) Observer.
3. The BAC Chair presided the Pre-Bid conference proper.
4. Likewise the BAC Chair reiterates by reading the Invitation to apply for Eligibility And to Bid and Instruction to Bidders in passing since no bidders had attended.
5. Discussion on whether interested bidders have to purchase the bidding documents For the rate specified at RA 9184 or they might have to secure and download Those bidding documents for free at BLGF website or at PHILGEPS.
6. The winning bidder may only pay the Bid Security with thorough deliberation among the BAC Committee, viz:

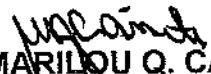
Form of Bid Security	Amount of Bid Security (equal to percentage of the ABC)
a) Cash/Cashier's check/manager's check	2%
b) Bank draft/guarantee letter of credit	
c) Surety bond	5%
d) Any combination	Proportionate to share of form with respect to total amount of security

7. No alternative bids shall be accepted.
8. No late bids shall be accepted.
9. The said Pre-bid conference was just attended by one (1) Observer and No bidders attended, having no other topic to be discussed, the said Pre-Bid conference was adjourned at 11:30AM.

Prepared by:

Noted by:


PAMELA MARIA B. TAN
BAC Secretariat


MARILOU Q. CAÑETE
BAC Chair