



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF NATIONAL DEFENSE  
GOVERNMENT ARSENAL  
Camp General Antonio Luna  
Limay, Bataan

**MINUTES OF THE PRE-BID CONFERENCE**

**Procurement of 5.56mm Case for Blank Ammunition and 5.56mm M193 Bullet  
(IB# GA-BAC-2019DP-20)**

September 16, 2019 2:30 P.M.

**Present were:**

**Bids and Awards Committee**

Ms. Teresita L. Vitug	-	Chairperson
Ms. Amelita Q. Omadto	-	Member
Engr. Jopari P. Noceda	-	Member

**Technical Working Group I**

Engr. Sarah Kaye C. Paguio	-	Chairperson
Atty. Abegail DC. Gabriel	-	Legal Officer
Engr. Michael P. Esperanza	-	Technical Officer
Ms. Desiree P. Quindoy, CPA	-	Financial Officer

**BAC Secretariat**

Ms. Rosario B. Tuazon	-	Head
Ms. Willabelle S. Bulan	-	Member
Mr. Argel Joseph Bagtas	-	Member
Ms. Kimberly Abbey M. Perez	-	Member
Ms. Johnna N. Oliveria	-	Member

**Prospective Bidder**

Ms. Dana Lei Cagat	-	Poongsan Corporation
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**A. Administrative Briefing**

1. The Pre-Bid Conference for the Procurement of 5.56mm Case for Blank Ammunition and 5.56mm M193 Bullet with a total ABC amounting to Php31,680,000.00 was held on 16 September 2019, 2:30 PM at the Government Arsenal, DND, Camp General Antonio Luna, Lamao, Limay, Bataan. The Chairperson of the Bids and Awards Committee presided over the conference.
2. Only representative from Poongsan Corporation attended the conference.
3. Engr. Paguio, TWG I Chairperson, presented the briefing on the bidding procedures. After which, the prospective bidder was given the opportunity to raise her concerns. Likewise, salient points were given emphasis, to wit:

**B. Issues and Concerns**

• **Bidding Procedure**

All bidders must comply with all the requirements of Eligibility and Technical Documents to proceed with the opening of the second envelope which contains the Financial Proposal. Bidder who has the Lowest Calculated Bid will be further evaluated for post-qualification to determine the responsiveness of its bid.

- ***Submission and Opening of Bids***

The submission and Opening of Bids will be held on 30 September 2019, 2:30 P.M. at the Government Arsenal, DND Camp General Antonio Luna, Lamao, Limay, Bataan.

- ***Language of the Bid***

All documents should be in English or if in other foreign language, it shall be translated and must be duly authenticated.

- ***Bid Submission***

Each Bidder shall submit: One (1) original / certified true copy; and Six (6) machine copies of the first and second components of its bid except for the Omnibus Sworn Statement, Bid Security and Bid Form which must be actual original. All documents shall be properly tabbed.

- ***PhilGEPS Certificate and Class A Documents***

During bid submission, bidders may submit their Class "A" Documents to be uploaded and maintained current and updated in the PhilGEPS, or if already registered to a Platinum Membership, the Certificate of Registration and Membership shall be submitted. In case the bidder opted to submit their Class "A" Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement.

- ***On-going Government and Private Contracts***

Bidders must submit all their on-going government and private contracts with Notice of Award (NOA). In the absence of on-going projects, bidders should state non-applicability.

- ***Single Largest Completed Contract (SLCC)***

Bidders should declare single largest completed contract within five (5) years from the date of submission that is similar to the contract to be bid and the value must be at least 25% of the ABC.

Similar contracts shall refer to the manufacture and / or supply of the following:

Lot I – 5.56mm blank case

Lot II – 5.56mm bullet

- ***NFCC Computation***

The bidder's NFCC is based on its statement of all on-going contracts and audited financial statement. In case of JV, the partner which will submit the computation of the NFCC shall also be the one which will submit the Audited Financial Statements and Statement of all on-going contracts.

If the bidder opts to submit a Committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid.

- ***Joint Venture Agreement (JVA)***

All partners to the joint venture shall be jointly and severally liable to the Procuring Entity. Both parties shall submit the requirements for the submission and opening of bids.

- ***Conformity with Technical Specifications***

Bidders shall submit the Manufacturer's Certificate authorizing them to sell and/ or supply the 5.56mm Case for Blank Ammunition and 5.56mm M193 Bullet, if applicable; and Manufacturer's Test and Acceptance Procedure (MTAP) for new bidders and old bidder with new source.

**Note:** Old bidder who did not supply the 5.56mm Case for Blank Ammunition and 5.56mm M193 Bullet within the last five (5) years shall submit MTAP

- **Financial Component**

It contains the Financial Bid Form which includes bid prices and the applicable Price Schedules. The Bid Validity is valid until one hundred twenty (120) calendar days from the date of opening of bids.

- **Statement of Compliance**

All specification parameters must state the word "Comply" together with the Manufacturer's Certificate.

- **Grouping and Evaluation of Bids**

Award for the project is per lot basis.

- **Taxes and Duties**

For local representative / supplier with foreign manufacturer, customs duties and taxes on the importation of the subject goods shall be for the account of the GA as consignee, a Manufacturer's Certificate authorizing them to sell and / or supply the 5.56mm Case for Blank Ammunition and 5.56mm M193 Bullet shall be submitted during bid opening, if applicable.

- **Post – Qualification (PQ)**

The BAC will notify the Lowest / Single Calculated Bidder regarding the post-qualification requirements to be submitted.

- **Terms of Payment**

The terms of payment shall be as follows:

- A. For foreign manufacturer or supplier:**

Payment of ninety five percent (95%) upon delivery shall be made thru Letter of Credit (LC) after delivery at the Government Arsenal and upon presentation of shipping documents and Advice of Payment duly signed by the Director, GA

The remaining five percent (5%) shall be retained to cover warranty obligations, to be released after three (3) months upon presentation of the Certificate of Final Acceptance Inspection and Advice of Payment duly signed by the Director, Government Arsenal or upon submission of an equivalent special bank guarantee.

All charges for the opening of LC and/or incidental expenses thereto (i.e. bank commission, documentary stamp, tax, cable, etc.) shall be for the account of the supplier.

- B. For local manufacturer or supplier:**

Payment of ninety-five percent (95%) upon delivery shall be made thru Check / Disbursement Voucher (DV) after delivery and acceptance at the Government Arsenal.

The remaining five percent (5%) shall be retained to cover warranty obligations, to be released only after three (3) months or upon submission of an equivalent special bank guarantee.

- **Implementation of Cash-based Budgeting**

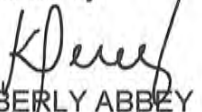
Contracts intended to be implemented for the fiscal year should be fully delivered by the end of the fiscal year. This means that agencies and suppliers must complete (implemented, delivered and accepted) their contracts by the end of 2019, regardless of possible delays.

- **Concerns**


- ❖ Engr. Paguio informed Poongsan representative that there would be no Pre-Delivery Inspection (PDI) for this particular project.
- ❖ Ms. Cagat of Poongsan Corp. asked if there is anything that they could do to speed up the opening of Letter of Credit (LC). Atty. Gabriel answered that since the opening is on September 30, 2019, then probably the issuance of Notice of Award (NOA) together with the contract agreement, Purchase Order (PO) and Notice to Proceed (NTP) is on the last week of October so the earliest possible of LC opening is late October to early November.
- ❖ C, BAC asked Ms. Cagat if they could comply with the delivery period of sixty (60) calendar days. Ms. Cagat replied that Poongsan is planning to ship the items right after the opening of LC. Atty. Gabriel apprised that, however, payment thru LC, along with the delivery of the items, maybe extended up to three (3) months or until March 2020 but it would be better if the items will be delivered and accepted by the end of December.

4. Having no other matters to discuss, C, BAC adjourned the meeting at 2:45 P.M.

Prepared by:

  
KIMBERLY ABBEY M. PEREZ  
Secretariat

Noted by:

  
MS. TERESITA L. VITUG  
Chairperson, GA – BAC