



**Philippine International Trading Corporation  
BIDS & AWARDS COMMITTEE I**

**MINUTES OF THE PRE-BID CONFERENCE VIA ZOOM VIDEO CONFERENCE  
SUPPLY AND DELIVERY OF 5,172 SETS BRAND NEW SPARE PARTS AND UPGRADE  
KIT FOR M16/M4 RIFLES FOR THE PHILIPPINE ARMY (PA)**

**BID REF. NO. MPG-B1-2020-263**

09 November 2020, 5<sup>th</sup> Floor Conference Room

There being a quorum, Chair convened the meeting at 3:10pm

In attendance are:

FOR PITC BAC-I via ZOOM	FOR PROPONENT – PA via ZOOM
Christabelle P. Ebriega, Chairperson (via Zoom)	Ms. Anne Navarro
Myra Chitella T. Alvarez, Vice-Chair	
Atty. Roxanne Marie Cruz, Member	
Joel S. Rodriguez, Member	
Atty. Mitzell Arthur R. Magdaong, Member (via Zoom)	
PITC TWG/BAC Secretariat (as per attached attendance Sheet)	

**HIGHLIGHTS OF PROCEEDINGS:**

- Chair welcomed everyone to the Pre-Bid Conference for the above mentioned procurement project. Afterwhich, Chair acknowledged the presence of the BAC members and PA Representative/s through video conferencing (via ZOOM).
- Chair acknowledged the presence of the prospective Bidders attending the Pre-Bid Conference via ZOOM. Namely:
  - 1) Colt's Manufacturing Company Llc – Wilhem Brauner & Nathaniel Adlaon
  - 2) United Defense Manufacturing Corporation (UDMC) – Reginaldo A. Cariño & Juvy-An L. Catipay
  - 3) Armscor Global Defense, Inc. – Tony Rose Cherai Carls and Mary Ann Galisim
- Invitees are eligible Manufacturers for the Supply and Delivery of 5,172 Sets Brand New Spare Parts and Upgrade Kit for M16/M4 Rifles for the Philippine Army. However, foreign manufacturers must be represented by a Philippine based company.
- Chair informed that to be able to participate in this bid project, a prospective Bidder should have completed within the last five (5) years from the date of submission and receipt of bids a single contract similar to the contract to be bid amounting to at least twenty five percent (25%) of the ABC.

Similar contract shall mean "Supply and Delivery of Firearms"

- **Delivery Period:** Within One Hundred Twenty (120) calendar days upon receipt of Notice to Proceed or Opening of Letter of Credit whichever comes later.

**Delivery Place:** Armaments Company, AAB, LSG, ASCOM, PA, Camp General Emilio Aguinaldo, Quezon City.

- Chair explained that the first part of the Bidding Documents is the Instructions to Bidders which should be read by the prospective Bidders at their own good time. What will be discussed in this pre-bid conference are the documents that are required to be submitted on Bid Opening Day.

- Chair emphasized the transitioning to the Bidding forms as prescribed by GPPB. After this pre-bid, Bidders will receive the Amended Bidding Documents based on the Simplified Bidding Documents prescribed by the GPPB.
- Chair started to discuss the Envelope System:
  - **Envelope System:** The system of submission is a two envelope system wherein **Envelope 1** will contain the eligibility and technical documents and **Envelope 2** will only contain the Financial Bid.
  - **Number of Copies:** All documentary submission must come in three sets. These will be placed in 3 folders marked: "original", "duplicate" and "triplicate".
  - **Sealing/Markings:** The two envelopes will then be placed in a master envelope. The master envelope will then be sealed and marked in accordance with the instructions stated in *Clause 20.3 and 20.4* in the Bidding Documents.

### **ENVELOPE I – ELIGIBILITY & TECHNICAL DOCUMENTS**

<b>Class "A" Documents Eligibility Documents for Local Manufacturers</b>	<b>Chair's Instructions</b>
SEC/DTI Registration Certificate	<p><b>For Corporation</b>, submission will be the SEC Registration Certificate.</p> <p><b>For the Sole Proprietorship</b> a copy of valid and current DTI business registration; and</p> <p><b>For Cooperatives</b> a copy of valid and current Cooperative Development Authority (CDA)</p>
Business Permit issued by the city or municipality where the place of business is located OR the equivalent document for Exclusive Economic Zones or Areas.	<p>Bidders must submit 2020 Mayor's Permit.</p> <p>In case of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the Bidders has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as post-qualification requirement.</p>
Valid and Current Tax Clearance	<p>Bidders must submit their valid and current Tax Clearance per Executive Order 398 and Revenue Memorandum Order No. 46-2018.</p> <p>Chair informed the Bidders that PITC does not accept any <b>provisional Tax Clearance, renewal certificate or claim stub</b> because the GPPB has already issued a ruling that only the Tax Clearance itself is acceptable.</p> <p>Chair advised Bidders to only transact with legitimate employees of BIR.</p>
Audited Financial Statements for 2019 and 2018	<p>Submission will be the 2019 and 2018 Audited Financial Statements comprising of:</p> <ol style="list-style-type: none"> <li>Independent Auditor's Report;</li> <li>Balance Sheet; and</li> <li>Income Statements</li> </ol> <p>Each of the above statements must have stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.</p>

Valid and Current PhilGEPS Certificate of Registration and Membership (Platinum Registration).	<p>If a Bidders is already a PhilGEPS Platinum Member he can submit the Platinum Membership Certificate together with the Annex "A". The Platinum Membership will substitute for the four (4) eligibility documents enumerated earlier. However, if any of the documents listed in "Annex A" of the certificate has expired Bidders must submit the valid and current one.</p> <p>Chair emphasized that any documents that have expired, the valid and current document together with the PhilGEPS Certificate must be submitted.</p>
<p><b>Annex I</b> Statement all ongoing government and private contracts (including contracts awarded but not started), if any whether similar or not in nature and complexity to the contract to be bid</p>	<p>Chair's instructions to the Bidders with respect to this document is:</p> <ul style="list-style-type: none"> <li>• Form "Annex I" is already provided in the Bidding Documents. Bidders to use Annex I;</li> <li>• Bidders to provide the information called for;</li> <li>• Additional sheets can be used for as long as the authorized representative signs the last page.</li> </ul>
<p><b>Annex I-A</b> (vi) Statement of Single Largest Completed Contract similar to the contract to be bid within the last five (5) years from date of submission and receipt of bids amounting to at least twenty five percent (25%) of the ABC.</p> <p>"Similar contract" shall mean Supply and Delivery of Firearms.</p>	<ul style="list-style-type: none"> <li>• A form is again provided;</li> <li>• Bidders to supply the data or information required in the form and to attach any of the following documents: <ul style="list-style-type: none"> <li>a) End User's Acceptance</li> <li>b) Copy of Official Receipt;</li> <li>c) Sales Invoice with Collection Receipt (<i>They go together</i>)</li> </ul> </li> </ul>
<p>Net Financial Contracting Capacity (NFCC)</p>	<p><b>For NFCC</b></p> <ul style="list-style-type: none"> <li>• A form is provided for as <b>Annex II-A</b>;</li> </ul> <p>As the sample form was flashed on the screen, Chair's instructions are for the Bidders to supply the necessary details as required. A formula is already provided for the Bidders to come up with the NFCC.</p> <p>The NFCC must be at least equal to the ABC.</p> <p>In case Bidders does not want to submit the NFCC, they have an option to submit <b>Committed Line of Credit</b>, issued by a local commercial/Universal Bank.</p> <p><b>FOR COMMITTED LINE OF CREDIT (CLC)</b> - A sample form is provided for as <b>Annex II-B</b>;</p> <p>CLC must be at least equal to <b>ten percent (10%)</b> of the ABC of the project issued by a Local Universal or Local Commercial Bank. The amount of the committed Line of Credit.</p> <p>Chair reminded the Bidders that the Committee does not accept any CLC issued by a Rural Bank or Savings Bank.</p>
<p><b>Eligibility Documents for Foreign Manufacturers</b></p>	<p>For foreign manufacturers, the following are the eligibility documents for submission:</p> <ol style="list-style-type: none"> <li>1) Valid and Current certificate/license/authority to conduct/operate business issued by the regulatory in the country where the Bidder is based;</li> </ol>

	<p>2) Valid and Current Tax Clearance per Executive Order 398 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by the BIR;</p> <p>3) Corporate Financial Statement or Annual Report for 2019 or 2018.</p> <p>However, the PhilGEPS Registration Certificate, Platinum Membership can substitute for the 3 eligibility documents as long as documents listed in Annex "A" thereof are still current and valid. If not, Bidder has to submit the valid and current documents on the Bid Opening day.</p> <p>4) Statement of all ongoing government and private contracts per Annex I;</p> <p>5) Statement of Single Largest Completed Contract similar to the contract to be bid within the last five (5) years from date of submission and receipt of bid amounting to at least twenty five percent (25%) of the ABC with any of the following statement:</p> <ul style="list-style-type: none"> <li>a. Certificate of Acceptance issued by the end-user; or</li> <li>b. Official Receipt of Payment</li> </ul> <p>6) Duly signed Certificate Net Financial Contracting Capacity (NFCC) per Annex II-A or Committed Line of Credit per Annex II-B.</p>
<p><b>Annex III</b> Class "B" Document: (For Joint Venture)</p>	<p>Since Bidders expressed that they will not bid as a Joint Venture, Chair skipped this portion, but stated that just in case any of them decides to enter into Joint Venture, the requirements are found in Bid Data Sheet Clause 12.1 pages 36 to 37 of the Bidding Documents.</p>
<p><b>Technical Documents</b></p>	<p><b>Chair 's Instructions</b></p>
<p><b>Annex IV</b> Bid Security</p>	<p>Chair enumerated the types of Bid Security acceptable to PITC. These are:</p> <p><b>a. Bid Securing Declaration</b></p> <ul style="list-style-type: none"> <li>- A form is provided for as <b>Annex IV</b>;</li> </ul> <p>Bidders should use the form provided by PITC because it is complete in contents.</p> <p>In order not to miss out on anything, Chair advised Bidders to photocopy the form or scan it, and then have the authorized representative sign the form and have it notarized.</p> <p>The other forms of Bid Security are the following, there must be separate Bid Security if Bidder is Bidding for two (2) or more Items:</p> <ul style="list-style-type: none"> <li><b>b. Cash or Manager's Check</b> issued by the local commercial/universal bank equivalent to at least 2% of the ABC issued by a Local Universal or Local Commercial Bank.</li> <li><b>c. Bank Guarantee/ Bank draft or Irrevocable LC</b> equivalent to at least 2% of the ABC; <b>OR</b></li> <li><b>d. Surety Bond</b> callable upon demand equivalent to at least 5% of the ABC.</li> </ul>

	<p>In case Bidders will opt for a Surety Bond, The Bidders has to submit a Certification from the Insurance Commission that the bonding company is authorized to issue Surety Bond. In addition to this, the Surety Bond should contain all the 14 grounds for the forfeiture of the Bid Security, and it be written on Bond Itself.</p> <p>Chair advised Bidders to show the 14 grounds to their bonding company so that the latter can include or type them on the copy of the bond itself.</p>
<p><b>Annex V-A</b> Technical Bid Form (7 pages)</p>	<p>As the Technical Bid Form was flashed on the screen Chair's instructions are as follows:</p> <ul style="list-style-type: none"> <li>• There is an instruction on the top most part of the form that states "Please use this Bid Form. Do not retype or alter";</li> <li>• Bidders to put the word "Comply" on all the line item under the column "Bidder's Statement of Compliance";</li> <li>• All pages must be signed by the company's authorized representative.</li> </ul> <p>Chair reminded the Bidders that if there are any blanks left out unfilled, the TBF will fail because it will mean that the Bidders cannot comply with the technical specifications.</p>
<p><b>Annex V-A1</b> Technical Specifications (2 pages)</p>	<ul style="list-style-type: none"> <li>• Bidder's authorized representative/s to sign the "Conforme" box provided on all pages of the Annexes.</li> </ul>
<p><b>Annex V-A2</b> Test and Acceptance Procedure (12 pages)</p>	
<p><b>Annex V-A3</b> Composition of Upgrade Kits</p>	
<p>Hard Copy Technical Manual or Part List/ Catalogue</p>	<p>Hard Copy Technical Manual or Part List/ Catalogue indicating the Part Number of the Spare Parts showing compliance to the required Terms of Reference for all the items. All other pages of the catalogue may be submitted in electronic copy.</p> <p>Internet downloads may be included to supplement the information contained in the original brochures.</p> <p>If the Technical Data Sheet is not in English language, this must be accompanied by a translation of the document in English.</p>
<p><b>Annex V-C</b> Manufacturer's Certification on Conformance to the project's Technical Specifications, Test and Acceptance Procedures, and Composition of Upgrade Kits to be signed by their Production Engineer or designated Technical Personnel</p>	<p>Chair Instruction's to the Bidders are as follows:</p> <ul style="list-style-type: none"> <li>• To transpose the form in Bidder's Company Letterhead;</li> <li>• Fill all the required information called for;</li> <li>• Signed by the Production Engineer/Technical Personnel Representative</li> </ul>
<p><b>Required Ammunition License/s</b></p>	<p><b>For Local Manufacturers:</b></p> <ul style="list-style-type: none"> <li>• Submission is a Valid and current License to Manufacture the items to be bid issued by the Philippine National Police (PNP) Camp Crame, Quezon City.</li> </ul> <p><b>For Foreign Manufacturers:</b></p> <ul style="list-style-type: none"> <li>• Valid and Current Indent License to Deal in Firearms and Ammunition (for sale to the AFP) pertinent to the items to be bid issued by the Philippine National Police (PNP), Camp Crame, Quezon City.</li> </ul>

	<p><b>OR</b></p> <ul style="list-style-type: none"> <li>Philippine Representative Company's Valid and Current Indent License to Deal in Firearms and Ammunition (for sale to the AFP) pertinent to the items to be bid issued by the Philippine National Police (PNP), Camp Crame, Quezon City.</li> </ul> <p><b>Note:</b> Required ammunition license(s) presented during opening of bids shall be used for the importation of the item being bid</p>
List of Authorized Service Centers or technicians in Metro Manila	<ul style="list-style-type: none"> <li>Submission of a List of Authorized Service Centers or technicians in Metro Manila (indicating the address, telephone or fax number) that will assist the armament technicians of Philippine Army on the need basis.</li> </ul>
<b>For Foreign Manufacturers</b>	<ul style="list-style-type: none"> <li>Bidders to submit a Valid and Current Written Appointment of the Philippine based company (as local representative of foreign manufacturer) issued by the foreign bidder.</li> </ul> <p>The written appointment must include detailed scope of responsibility of the local representative.</p> <ul style="list-style-type: none"> <li>Duly Notarized authorization of the Philippine Based Company's representative (e.g. Secretary's Certificate for Corporation, Special Power of Attorney for Sole Proprietor) with specimen signature of the authorized representative to transact with PITC including address, telephone number, fax number and email address;</li> <li>Notarized Affidavit of Undertaking to submit the SEC Certificate of Registration and/or authorization or license issued by the appropriate government agency per GPPB Resolution No. 25-2019, dated 30 October 2019 within ten (10) calendar days from receipt of the Notice of Award as per Annex V-C. <ul style="list-style-type: none"> <li>A form is provided for as <b>Annex V-C</b></li> <li>Transpose the form in Bidder's Company Letterhead;</li> <li>Fill all the required information called for;</li> <li>Signed by the Bidder's authorized Representative and Notarization is required</li> </ul> </li> </ul>
Proof of Authority of the Designated Representative	<p>Submission of a Proof of Authority of the Bidder's Authorized Representative:</p> <ol style="list-style-type: none"> <li>For Sole Proprietorship submission of Duly Notarized Special Power of Attorney;</li> <li>For Corporation, Cooperative, or the Members of the Joint Venture submission of Duly Notarized Secretary's Certificate evidencing the authority of the designated representative/s.</li> </ol> <p>In the case of Unincorporated Joint Venture each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p> <p>Once again, Chair advised Bidders to check the wordings. In case the Board appoints more than one person, it is safe that it be worded "any of the following" or "or" so that even only one person can bind the company.</p>

	<p>However, if not stated this way, then the Committee will look for all the names and signatures of the persons named in the Secretary's Certificate. And if one signature is missing, the submission is non-compliant and will fail.</p>
<p><b>Annex VI</b> Omnibus Sworn Statement (OSS)</p>	<p>Chair informed that the OSS is standard in all government biddings.</p> <p>Chair advised Bidders to use the form that PITC provided in this Bidding Document.</p> <p>The form must be copied verbatim. But to be sure that nothing is missed out, Chair suggested that the form just be scanned or photocopied and then filled up.</p> <p>On the "I/We", the name of the authorized representative named in the Secretary's Certificate will appear on the line.</p> <p>All blanks must be filled up, appropriate boxes must be ticked off.</p> <p>On the Authority of the Designated Representative, the portion: <b>Name, Title and Specimen Signature</b> must be filled up.</p> <p>All statements from "a" to "h" must be complete.</p> <p>The last page must be signed by the authorized representative. Notarization is required for this OSS.</p>

**ENVELOPE 2 – FINANCIAL ENVELOPE**

<p>Financial Bid Form <b>Annex VII</b></p>	<p>Envelope 2 will contain the Financial Bid of the Bidders. Chair's instructions are as follows:</p> <ul style="list-style-type: none"> <li>• There is an instruction on the top most part of the form that states "Please use this Bid Form. Do not retype or alter";</li> <li>• Bidders has to indicate the bid amount both in figures and in words in the Financial Bid Form;</li> <li>• Forms to be signed by the bidder's authorized representative</li> </ul> <p>Chair explained that the Financial Bid Form cannot be retyped. It may be photocopied for purpose of the other 2 copies required.</p>
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- Chair opened the floor for questions/clarifications. Details are below:

<b>Bidders Queries</b>	<b>Committee's Reply</b>
	Any questions?
UDMC: On page 39, it says Required Ammunition License/s, it should be Firearms License/s.	
	Yes, Sir that should be Required Firearms License/s.
Colt's Mfg.: Regarding the Delivery Time, Force Majeure and Technical Standards, that would be our question but nothing specific to your presentation so far.	
	Those are the general requirements and as I said, we will issue an Amended Bidding Documents to comply with the GPPB guidelines on the Simplified version of Bidding Documents but nonetheless, the technical requirement remain the same as listed here. The Technical Specifications, Test and Acceptance

	Procedure and the Composition of Upgrade Test Kits, basically the same requirements.
<p>COLT's Mfg.: I would like to specify my questions in writing in order not to commit any misunderstanding, but I would like to raise 2 principle questions. The first one as I mentioned is related to the delivery period. I understand that it was 120 calendar days and I would like to just point out to the Committee that the product coming from abroad and with export permit application procedure, I understand that there should be Pre-Delivery Inspection and as we all we undergoing ravaging Covid-19 implications. It is impossible for us such timely circumstances to comply because our experience is, at least two months for the export permit. My second question is the Force Majeure Clause in the Bidding given, we would like seek clarifications if that includes an export permit, because from our International experience this can be under the force majeure clause that we don't have the power in interfering with, neither about two contractual parties. Meaning, you or we have any influence on the granting of the export permit other than providing the timely and correct documentation.</p>	
	<p>Yes, Sir I got it. Just the same Sir, I would like request you to put your questions in writing. Obviously, the delivery period is something that will have to take up with the end-users because this was came from them that they want the delivery period to be within 120 calendar days and also on the issue of the force majeure, please also include in writing. In response to your question, what we will do is to issue a Bid Bulletin. We do not reply to you directly, we will issue a Bid Bulletin and the Bid Bulletin is posted in PITC website and PhilGEPS.</p>
<p>COLT's Mfg.: Okay, Ma'am. My third question is to the Technical Specifications, but with the technical performance in terms of acceptance and testing there are number of Philippine standards listed and it would be very helpful if we could have up to date copies of those so that there's no misunderstanding between the parties of which one should be prevailing.</p>	
	<p>Unfortunately, right now we don't have the Technical person from the Philippine Army who can respond to you but at any rate and just the same, even if they were around we would still ask you to put your questions in writing. You have raised already your 3 questions Sir. Just the same if you have additional queries specially after we post the Amended Bidding Documents, please make sure that you raise your concerns before the deadline of the last day for asking questions.</p>



And will send it to chairbac1@pitc.gov.ph?	
	Yes, please email it to us.
UDMC: The title of the project is Supply and Delivery of 5,172 Sets Brand New Spare Parts and Upgrade Kit for M16/M4 Rifles for the PA but on page 77 under Additional Requirements, may we request that the Technical Working Group of the Philippine Army to clarify number 4 because it implies that this project is not only about the supply of parts, it would look like reading the additional requirements that this is consisting of the supply of parts and the actual upgrading of the rifle itself. As you mentioned earlier, the Technical Working Group of the PA, we would be quite happy to put that in the letter, but I just thought of mentioning it in the Pre-Bid Conference.	
	Yes, Sir. Thank you for mentioning that but we will wait for your letter. As I said, the technical person from the end-user is not present today.
UDMC: Okay.  Pertaining to the Test and Acceptance Procedure, since we are not new to the Test and Acceptance Parameters of the PA. I just noticed that it seems the Test and Acceptance Procedure for this project is the same Technical Test and Acceptance Procedures for Brand New Assault Rifles. So, I would like to request to the PA to please clarify if it is really their intention to use the same parameters for brand new, in this case of this project which is only a refurbishment and upgrade project.	
	Duly noted Sir, we will wait for your letter.
UDMC: Thank you, Ma'am.	
	When you pay for the Bidding Documents, we will give you a whole set. You can download for purposes of already reviewing the requirements. You can download for purposes of having advanced copy of the forms. Remember, you must pay for the Bidding Documents before you drop your bids.
Bidders: Thank you Ma'am.	
	If there are no more questions for now, thank you very much, review your documents well and good luck!

#### Chair's Instructions

Chair stated that Bidders should write all their queries/concerns to the BAC Chair which may be sent through email the BAC will reply through a Bid Bulletin which will be posted in the PhilGEPS and PITC website.

Just a reminder that there are times that we answer some questions from the Bidder during Pre-Bid Conference. However, it's not official until you put your concern in writing because if there's going to be any changes in the bid requirement just wait for the Bid Bulletin to officially confirm what is said in the Pre-Bid Conference.

Let me give you some tips, please fill in all the blank and review your documents well, where you need to sign, please sign. Make sure that your Secretary's Certificate is clear on the intent whether only one signatory is required or several signatories and make sure it matches the signature on each of your documents. Again, if there are any erasures, please counter sign the erasures.

When you pay for the Biding Documents, we will give you a whole set. You can download for purposes of already reviewing the requirements. You can download for purposes of having advanced copy of the forms. Remember, you must pay for the Bidding Documents before you drop your bids.

Bidders may pay for the cost of Bidding Documents thru any of the following modes of payment:

1) Cash Payment

PITC Cashier will be available from Tuesday to Thursday between 10:00 AM to 2:00 PM

OR

2) Cash Deposit

Interested Bidders may send a letter request for Bank Details to the BAC Secretariat c/o Ma. Theresa Elima at [myette.elima@pitc1973.onmicrosoft.com](mailto:myette.elima@pitc1973.onmicrosoft.com). Thereafter, proof of payment must be emailed back to the BAC Secretariat for verification purposes.

**OTHER MATTERS:**

- **The Committee will issue Bid Bulletin for the following:**
  - 1) **Amended Bidding Documents based on the Simplified Bidding Documents prescribed by the GPPB;**
  - 2) **The Required Ammunition License/s should be changed to "Required Firearms License/s".**
- Chair also emphasized the additional requirements if declared Single/Lowest Calculated Bid is a Submission of Notarized Affidavit of Undertaking to Pursue Countertrade per Annex VIII-A. Bidders may contact the Countertrade department and may schedule for a briefing.

**Contact Persons for Countertrade:**

**Atty. Roxanne Marie Q. Cruz**

Contact No: 0917-868-5568

Email address: [roxanne.cruz@pitc1973.onmicrosoft.com](mailto:roxanne.cruz@pitc1973.onmicrosoft.com)

Tel No.: 8818-9801 local 324

**Ms. Joane Olan**

Email address: [joane.olan@pitc1973.onmicrosoft.com](mailto:joane.olan@pitc1973.onmicrosoft.com)

Tel. No.: 8818-9801 local 373

- Bidders were advised that any changes in the documents the Committee will issue a Bid-Bulletin and Bidders have to use the revised forms which will be put in the Bid-Bulletin.
- Bidder must sign or initial each and every interlineation, erasure, overwriting and correction made on their bids. Failure to do so shall result in the invalidation and rejection of their bids.
- **For questions/clarifications:**

CHAIR Bids and Awards Committee I

Philippine International Trading Corporation (PITC)

5<sup>th</sup> Flr, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City

Email: [chairbac1@pitc.gov.ph](mailto:chairbac1@pitc.gov.ph)

**Note:** Maximum size of email with attachment is six (6) MB only.

**BID SCHEDULE:**

- Bidder can send queries/concerns via email on or before **23 November 2020 (Monday)**.
- The Bid Opening is scheduled on **07 December 2020 (Monday, 4:00pm)**.

**ADJOURNMENT:**

- There are no other matters discussed, the Pre-Bid Conference was adjourned at 4:00pm

MINUTES TAKEN BY:



**ATTY. MARIA GUDELIA C. GUESE**  
Head, BAC-I Secretariat  
KDC

APPROVED BY:



**CHRISTABELLE P. EBRIEGA**  
Chairperson, BAC-I