



**Republic of the Philippines**  
**National Kidney and Transplant Institute**  
**Bids and Awards Committee**  
East Avenue, Quezon City 1100  
981-0300 / 981-0400 Local 1157  
<http://www.nkti.gov.ph/>

**MINUTES OF PRE-BID CONFERENCE**  
**ITB No. 20-031**

Present were:

**BAC Members:**

Arnold Joseph M. Fernandez, MD - Chairman  
Elecio L. Tribunalo – Vice Chairman  
Josefina S. Soriano  
Engr. Jorge M. De Guzman  
Francus Gerardo S. Angeles

**BAC Secretariat:**

Arjomae Jacob

**Technical Working Group:**

Jhonel B. Dinozo

The **Pre-Bid Conference for the Re-Bidding of One (1) Lot Supply, Delivery, Testing and Commissioning of One (1) Unit Utility Transport Van Conference, G/F Nkti Main Building** was called to order by **Dr. Jaro, BAC Chairman** at **3:10 PM of February 10, 2020.**

1. Agenda:

- Presentation of the following:
  - a. technical and financial components of the Bid, and
  - b. the explanation of the different documents to be submitted by each bidder.
- Discussion of:
  - a. the requirements in the Instructions to Bidders,
  - b. the replies to the bidders' queries about the requirements, specifications and other conditions of the contract,

2. Business arising:

- Upon ascertaining proper BAC quorum, Dr. Jaro, the BAC Chairman announced the formal start of the Pre-Bid Conference for ITB No. 20-031
- Dr. Jaro introduced the project and acknowledged the presence of various interested parties and prospective bidder(s), namely:

1. **Nissan Commonwealth, Inc.**, Represented by:  
Arvin M. Gonzalez

3. For the benefit of the participating/prospective bidder, the Section III Bid Data Sheet specifically the Title of the Project, the Corporate Operating Budget, the ABC of the project, and all the required documents (Eligibility, Technical and Financial documents) to be submitted by the prospective bidder were presented and discussed by Dr. Jaro. Also, the proper sealing of bids was discussed.

**Section III, Clause 1.2**

The lot (s) and reference is/are:

**Re-Bidding of One (1) Lot Supply, Delivery, Testing and Commissioning of One (1) Unit Utility Transport Van**

**Section III, Clause 2**

The Funding Source is:

The Corporate Operating Budget of 2020 in the total amount of One **Million Five Hundred Thousand Pesos only (Ph 1,500,000.00)**.

The name of the Project is: **Re-Bidding of One (1) Lot Supply, Delivery, Testing and Commissioning of One (1) Unit Utility Transport Van**

**Section III, Clause 5.4**

The prospective bidder should have completed **within THE PAST THREE (3) YEARS a Single Largest Similar Completed Contract (SLSCC) must be equivalent to at least FIFTY percent (50%) of the (ABC),**

For this purpose, similar contracts shall refer to **Vehicle**.

**Section III, Clause 12.1 (a)**

Class "B" Document:

viii. If applicable, the JVA in case of the joint venture is already in existence, or if not, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the PhilGEPS Certificate of registration in accordance with Section 8.5.2 of the IRR. The submission of technical and financial documents by any of the joint venture partners constitutes compliance.

4. Section VI Schedule of Requirements was presented by the conducting officer.

ITEM NO.	DESCRIPTION	QTY	DELIVERY SITE			DELIVERY PERIOD
			OFFICE	FACILITY	ADDRESS	
1	Re-Bidding of One (1) Lot Supply, Delivery, Testing and Commissioning of One (1) Unit Utility Transport Van	lot	SMD	National Kidney and Transplant Institute	East Avenue, Diliman, Quezon City	A. Delivery, Installation, Testing and Commissioning Period: Within <b>Sixty (60) calendar days</b> from receipt of Notice to Proceed  B. Terms of Payment: within Sixty (60) days from receipt of original copy of Invoice/ DR , IAR and Certificate of Final Acceptance from the End-user

5. The End-user presented the Technical Specification of the project.

Particulars	Requirements	Statement of Compliance
Transmission	At least 5-Speed Manual	
Engine Technology	Direct Injection Four (4) Stroke Common Rail Diesel	
Engine Type	4-Cylinder In-Line	
Displacement	At least 2,400cc (Diesel)	
Fuel System	Turbo charged Direct Injection Common Rail – Diesel or New Diesel Engine Model	
Steering System	Rack and Pinion with Power Steering	
Brake System	ABS, with Electronic Brake Distribution	
Wheels	At least Rim 15" Alloy Mags Tubeless with Spare tire on alloy mags	
Seat	At least 15 seats capacity front driver separate from front passenger	
Window	Powered Window at Driver and Passenger (Auto Up/Down)	
Safety Features	With dual airbag (driver and passenger), slide door impact beams, anti-lock brake system, provide safety belts for all passengers, high mount stop lamp, TVSS and clearance and back sonar, all seats should be provided by individual safety belts, centralize doorlocks with immobilizer	
Color	Silver Shade <del>Gray</del>	
<b>Additional Requirements:</b>		
Air-conditioning System	Dual, Manual with Rear Individual Controls	
Audio System	As Per Manufacturer Specification	
Vehicle Logo	Customized Stickers both sides of the vehicle - NKTl Logo	
<b>Accessories</b>		
	Tint	
	Matting	
	Undercoat	
	Cloth Seat Cover	
	Car Cover	
	Complete Set of Tools	

6. Any changes in the specifications and requirements discussed in this Pre-Bid Conference shall be issued in the form of Bid Bulletin. Supplemental/Bid Bulletins will be issued not later than seven (7) calendar days before the deadline for the submission and receipt of bids. Any modification to the Bidding Documents shall be identified as an amendment.

There being no other remaining topics for discussion, the **Pre-Bid Conference** was adjourned at **3:52 PM**.

Minutes taken by:

  
**CHRISTIAN OLIQUINO**  
 BAC Support Staff

Reviewed by:

  
**MARY JANE ANCHETA, LLB**  
 Head, BAC Secretariat

Approved by:

  
**JOSEPH MICHAEL A. JARO, MD**  
 BAC Chairman