

Republic of the Philippines
PROVINCE OF CAMARINES NORTE

BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON JANUARY 14, 2021, 2:00 P.M. AT THE BAC OFFICE CONFERENCE ROOM, 2nd FLOOR, PROVINCIAL CAPITOL BLDG., DAET, CAMARINES NORTE.

PRESENT:

ATTY. DON H. CULVERA	- Provincial Legal Officer/BAC Chairperson
ENGR. EDEN F. BORJA, DPM	- Prov'l. General Services Officer/BAC Member
ENGR. LEOPOLDO P. BADIOLA	- Prov'l. Env. & Nat. Res. Officer/BAC Member
ENGR. JOHN MARVIL S. TOBIAS	- Provincial Engineer/BAC Member
ENGR. ALMIRANTE A. ABAD	- Provincial Agriculturist/Head, BAC Secretariat
MS. AMYLYN R. DY	- Acting APT/Member, BAC Secretariat
MS. MARIA CRISTINA Z. AREVALO	- SAO/Member, BAC Secretariat
MS. MARIE FRANCIS L. CRISOSTOMO	- Admin. Officer V/Member, BAC Secretariat
MS. NANCY U. HERNANDEZ	- Admin. Officer V/Member, BAC Secretariat
MS. GINA B. RACELIS	- Admin. Officer III/Member, BAC Secretariat
MS. VIRGINIA B. PELLEJA	- Process Server/ Member, BAC Secretariat
MR. EDGAR Z. RAMOS	- UW1/Member, BAC Secretariat
ENGR. SAHLEE T. YANTO	- Engineer IV/Head, TWG
MR. JOHN ALMAN N. BALON	- SAO/Member, BAC TWG
ENGR. KING ELIZER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
MS. AIZA P. NAPOLES	- Admin. Officer III/Member, BAC TWG
MS. DONNA A. GUEVARRA	- EMS II/Member, BAC TWG
MS. JOY LOURICE T. RODERNO	- Admin. Asst. II/Member, BAC TWG

ABSENT:

MS. MERCEDES M. ALFUERTE	- Provincial Budget Officer/BAC Vice Chairperson
MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. DOLORES V. LOARES	- SAO/ Member, BAC Secretariat
MS. SIMONETTE S. PANGO	- Admin. Asst. II/Member, BAC Secretariat
ENGR. MARK WILSON M. TORRES	- Engineer III/Member, BAC TWG
MR. GINO VILLAFRANCA	- Admin. Assist. II/Member, BAC TWG

PROCEEDINGS OF THE MEETING

The meeting was called to order at 2:00 p.m.

Atty. Don H. Culvera, Chairperson of the Bids and Awards Committee presided the meeting. The Secretariat recorded the minutes thereof.

Engr. Almirante A. Abad, Head, Secretariat made the roll call and informed the Chairperson that four (4) out of five (5) Members of the Bids and Awards Committee were present, hence, there was a quorum.

Item No. 7. Business of the Day

a. Pre-bid Conference for PR No. 20112070 – Supply and Delivery of five (5) units Ambulance Vehicle, Brand New

Atty. Don H. Culvera inquired if there were prospective bidder/s for the aforesaid Purchase Request and there was none. Nonetheless, Atty. Culvera requested Ms. Joy Lourice T. Roderno, Member, TWG to explain the requirements, terms and conditions stipulated in the bidding documents, eligibility requirements and the technical and financial components of the said Purchase Request.

Ms. Roderno clarified and explained the following requirements, terms and conditions stipulated in the Invitation to Bid for PR No. 20112070 – Supply and Delivery of five (5) units Ambulance Vehicle, Brand New, viz:

1. The Provincial Government of Camarines Norte through the Local Government Support Fund (LGSF) intends to apply the sum of Ten Million Pesos (P10,000,000.00) for PR No. 20112070 – Supply and Delivery of Five (5) units Ambulance Vehicle, Brand New. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Provincial Government of Camarines Norte now invites bids for Five (5) units Ambulance Vehicle, Brand New.

Specification:

Ambulance Vehicle, Brand New

3.0L, 4 cylinder, in line 16 valves, DOHC,
Turbo intercooler with VNT, Euro 4.
5 speed manual transmission
100 KW @3400RPM, 300nm @1200-2400RPM

With Ambulance Equipment:

Basic LED toplight with Siren & PA system
Medical floor mounted cabinet, 2 layer
Fully collapsible stretcher with locking mechanism

Consumables:

One (1) oxygen tank with content 20lbs.
One (1) wall mounted BP apparatus
One (1) first aid kit
One (1) oxygen regulator
One (1) ambubag (pedia/adult)
One (1) minor surgical kit
One (1) flash light LED with battery

Others:

One (1) install fire extinguisher
One (1) install florescent lamp
One (1) install IV hook with strap
One (1) install single oxygen tank holder
One (1) vinyl sticker (4 side ambulance name)
One (1) install marine plywood/non slip matting
One (1) install stainless bumper approach
One (1) install tint (black)
One (1) 2 seater with storage/seatbelt
One (1) 3 seater with storage/seatbelt
One (1) handrail

One (1) acrylic divider
Ten (10) faceshield

1 year warranty, Free LTO Registration/TPL, complete set of tools
& jack, manuals

Delivery of Goods is required within sixty (60) calendar days. Bidders should have completed, within 5 years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instruction to Bidders.

3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino Citizens/sole proprietorships, cooperatives and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

4. Bidders may obtain further information from the Provincial Government of Camarines Norte and inspect the Bidding Documents at the address indicated in the ITB from 8:00 a.m. to 5:00 p.m., Monday to Friday.
5. A complete set of Bidding Documents may be acquired by interested bidders on January 6 – January 26, 2021 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte and from the website of the Philippine Government Electronic Procurement System (PhilGEPS) upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Ten Thousand Pesos (P10,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The Provincial Government of Camarines Norte will hold a Pre-bid Conference on January 14, 2021, 2:00 p.m. at Bids and Awards Committee Office, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the address indicated in the ITB on or before January 26, 2021, 1:30 p.m. Late bids shall not be accepted.
8. All bids must be accompanied by a bid security in any of acceptable forms and in the amount stated in ITB Clause 14.
9. Bid opening shall be on January 26, 2021, 2:00 p.m. at Bids and Awards Committee Office, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte. Bids will be opened in the presence of the bidder's representatives who choose to attend the activity.
10. The Provincial Government of Camarines Norte reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to

contract award in accordance with Sections 35 and 41 of the revised IRR of RA 9184 without thereby incurring any liability to the affected bidder or bidders.

Ms. Roderno also discussed the eligibility requirements, the technical and financial components of the contract to be bid such as:

1. Eligibility Requirements and Technical Documents:
 - DTI/SEC/CDA Registration
 - Mayor's permit from principal place of business
 - Statement of all ongoing and completed contracts/projects including awarded but not yet started (supported by documents, such as notice of award, contract, notice to proceed and Certificate of Acceptance and Completion)
 - Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR
 - Audited Financial Statement stamped "received" by the BIR
 - NFCC Computation at least equal to ABC or Credit Line Commitment from a universal or commercial bank (10% of ABC)
 - Valid Joint Venture Agreement (JVA) in the case joint venture is already existing. In the absence of JVA duly notarized statements from all potential joint venture partners that they will enter into and abide by the provision of the JVA (if applicable)
 - PhilGEPS Registration Certificate
2. Bid Security
3. Technical Specifications
4. Omnibus Sworn Statement
5. Other documents


There being no other matters to be discussed the pre-bid conference ends at 2:25 p.m.

I hereby certify to the correctness of the foregoing:


ENGR. ALMIRANTE A. ABAD
Provincial Agriculturist/Head, Secretariat

ATTESTED:


ENGR. JOHN MARVIL S. TOBIAS
Provincial Engineer/BAC Member


ENGR. LEOPOLDO P. BADIOLA
Prov'l. Env. & Nat. Res. Officer/BAC Member


ENGR. EDEN F. BORJA, DPM
Prov'l. General Services Officer/BAC Member

(absent)
MERCEDES M. ALFUERTE, CPA
Provincial Budget Officer/BAC Vice Chairperson


ATTY. DON H. CULVERA
Provincial Legal Officer/BAC Chairperson