

BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON JANUARY 21, 2020, 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
MS. MERCEDES M. ALFUERTE, CPA	- Provincial Budget Officer/BAC Vice 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
MS. AMYLYN R. DY	- 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. SIMONETTE S. PANGO	- Admin. Aide VI/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, BAC TWG
MR. JOHN ALMAN BALON	- SAO/Member, BAC TWG
ENGR. KING ELISER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
ENGR. MARK WILSON M. TORRES	- Engineer III/Member, BAC TWG
MS. DONNA A. GUEVARRA	- EMS II/Member, BAC TWG
MS. JOY LOURICE T. RODERNO	- Admin. Asst. II/Member, BAC TWG

OTHERS PRESENT:

MR. URBANO C. LAGRIADA	- Observer, Kiwanis Club of Daet
MS. MARY NOR U. RADA	- Observer, COA
MR. NELSON R. GOMEZ	- DepEd

PROSPECTIVE BIDDERS:

MS. RIZZA REQUERMO	- Hyundai Alabang Inc.
MR. RONA BERNANDINO	- Hyundai Alabang Inc.

ABSENT:

ENGR. ALMIRANTE A. ABAD	- Provincial Agriculturist/Head, BAC Secretariat
MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. MARIA CRISTINA Z. AREVALO	- SAO/Member, BAC Secretariat
MS. DOLORES V. LOARES	- SAO/ Member, BAC Secretariat
MS. JOANNE E. SERRANO	- Private Secretary II/Member, BAC Secretariat
MS. AIZA P. NAPOLES	- Admin. Officer III/Member, BAC TWG
MR. GINO VILAFRANCA	- 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 while the Secretariat recorded the minutes thereof.

Ms. Marie Francis L. Crisostomo, Member, Secretariat made the roll call and informed the Chairperson that all the 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 the following:

a.1 PR No. 20010040 - Supply and Delivery of Commercial Rice, 50 kgs.

Atty. Don H. Culvera inquired if there were prospective bidders for the aforesaid Purchase Request and there was none, however, he requested Ms. Joy Lourice T. Roderno, Member TWG to clarify and explain the requirements, terms and conditions stipulated in the bidding documents. Likewise, to discuss the eligibility requirements and the technical and financial components of the Purchase Request subject for Pre-bid.

Ms. Joy Lourice T. Roderno, Member, TWG clarified and explained the requirements, terms and conditions stipulated in the Invitation to Bid for the aforementioned Purchase Request, to wit:

1. The Provincial Government of Camarines Norte through the SPA CY 2020 intends to apply the sum of Three Million Pesos (P3,000,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for PR No. 20010040 - Supply and Delivery of Commercial Rice, 50 kgs.
2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. Delivery of Goods is required upon receipt of Purchase Order/Notice to Proceed. 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.
4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.
5. 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.
6. A complete set of Bidding Documents may be acquired by interested bidders on January 10 – February 4, 2020 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building Daet, Camarines Norte and upon payment of the applicable fee for Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (P5,000.00). It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), provided that the bidders shall pay the applicable fee for Bidding Documents not later than the submission of their bids.
7. Bids must be duly received by the BAC Secretariat at the address indicated in the ITB on or before February 4, 2020 at 1:30 p.m. All bids must be accompanied by a bid security in any of acceptable forms and in the amount stated in ITB Clause 18.

8. Bid opening shall be on February 4, 2020 at 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. Late bids shall not be accepted.

Ms. Roderno also discussed the same 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

a.2 PR No. 20010045 - Supply and Delivery of Noodles and 5 others

Atty. Don H. Culvera inquired if there were prospective bidders for the aforesaid Purchase Request and there was none, however, he requested Ms. Joy Lourice T. Roderno, Member TWG to clarify and explain the requirements, terms and conditions stipulated in the bidding documents. Likewise, to discuss the eligibility requirements and the technical and financial components of the Purchase Request subject for Pre-bid.

Ms. Joy Lourice T. Roderno, Member, TWG clarified and explained the requirements, terms and conditions stipulated in the Invitation to Bid for the aforementioned Purchase Request, to wit:

1. The Provincial Government of Camarines Norte through the SPA CY 2020 intends to apply the sum of Six Million Five Hundred Twenty Seven Thousand and Five Hundred Pesos (P6,527,500.00) being the Approved Budget for the Contract (ABC) to payments under the contract for PR No. 20010045 - Supply and Delivery of Noodles and 5 others.
2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. Delivery of Goods is required upon receipt of Purchase Order/Notice to Proceed. 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.

4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.
5. 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.
6. A complete set of Bidding Documents may be acquired by interested bidders on January 10 - February 4, 2020 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building Daet, Camarines Norte and upon payment of the applicable fee for Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (P5,000.00). It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), provided that the bidders shall pay the applicable fee for Bidding Documents not later than the submission of their bids.
7. Bids must be duly received by the BAC Secretariat at the address indicated in the ITB on or before February 4, 2020 at 1:30 p.m. All bids must be accompanied by a bid security in any of acceptable forms and in the amount stated in ITB Clause 18.
8. Bid opening shall be on February 4, 2020 at 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. Late bids shall not be accepted.

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

a.3 PR No. 20010046 - Supply and Delivery of One (1) Unit Mini coaster Bus (Brand New)

Atty. Don H. Culvera inquired if there were prospective bidders for the aforesaid Purchase Request and Ms. Rizza Requermo and Ms. Rona Bernardino both responded, He then requested Ms. Joy Lourice T. Roderno, Member TWG to clarify and explain the requirements, terms and conditions stipulated in the bidding documents. Likewise, to discuss the eligibility requirements and the technical and financial components of the Purchase Request subject for Pre-bid.

Ms. Joy Lourice T. Roderno, Member, TWG clarified and explained the requirements, terms and conditions stipulated in the Invitation to Bid for the aforementioned Purchase Request, to wit:


1. The Provincial Government of Camarines Norte through the Capital Outlay CY 2020 intends to apply the sum of Three Million Five Hundred Thousand Pesos (P3,500,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for PR No. 20010046 - Supply and Delivery of One (1) Unit Mini Coaster Bus (Brand New).
2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. The specification of the Mini Coaster Bus (Brand New) are the following:
 Category: IV 6T-9T

Drive System:	4x2
Seating Capacity:	28 + 1
Gross Weight:	6,180
Length:	7080mm
Width:	2035mm
Height:	2755mm
Power:	140/2700ps
Torque:	40/1400 kg-m
Transmission:	5 speed
Fuel Tank:	95 liters

4. Delivery of Goods is required upon receipt of Purchase Order/Notice to Proceed. 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.
5. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.
6. 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.
7. A complete set of Bidding Documents may be acquired by interested bidders on January 10 – February 4, 2020 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building Daet, Camarines Norte and upon payment of the applicable fee for Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (P5,000.00). It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), provided that the bidders shall pay the applicable fee for Bidding Documents not later than the submission of their bids.
8. Bids must be duly received by the BAC Secretariat at the address indicated in the ITB on or before February 4, 2020 at 1:30 p.m. All bids must be accompanied by a bid security in any of acceptable forms and in the amount stated in ITB Clause 18.
9. Bid opening shall be on February 4, 2020 at 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. Late bids shall not be accepted.

There being no other matters to discuss the pre-bid conference ends at 2:20 p.m.

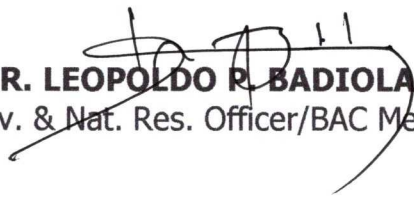
I hereby certify to the correctness of the foregoing:


MARIE FRANCIS L. CRISOSTOMO
 Admin. Officer V/Member, BAC Secretariat

ATTESTED:



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



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



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



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



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