

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 FEBRUARY 5, 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
MS. MERCEDES M. ALFUERTE	- Provincial Budget Officer/BAC Vice Chairperson
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. SIMONETTE S. PANGO	- Admin. Asst. II/Member, BAC Secretariat
MR. EDGAR Z. RAMOS	- UW1/Member, BAC Secretariat
MR. JOHN ALMAN N. BALON	- SAO/Member, BAC TWG
MS. DONNA A. GUEVARRA	- EMS II/Member, BAC TWG

OTHERS PRESENT:

MS. MARY NOR RADA	- Observer, COA
MR. ALBERTO ABAIS	- Observer, COA

ABSENT:

ENGR. EDEN F. BORJA, DPM	- Prov'l. General Services Officer/BAC Member
MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. DOLORES V. LOARES	- SAO/ Member, BAC Secretariat
MS. VIRGINIA B. PELLEJA	- Process Server/ Member, BAC Secretariat
ENGR. SAHLEE T. YANTO	- Engineer IV/Head, TWG
ENGR. KING ELIZER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
ENGR. MARK WILSON M. TORRES	- Engineer III/Member, BAC TWG
MS. AIZA P. NAPOLES	- Admin. Officer III/Member, BAC TWG
MS. JOY LOURICE T. RODERNO	- Admin. Asst. II/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. 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 Infrastructure Project – Construction of Convention Center and Hotel, Brgy. Bagasbas, Daet, Camarines Norte under the Design and Build Scheme.

Atty. Don H. Culvera inquired if there were prospective bidder/s for the aforesaid Infrastructure Project and there was none. Nonetheless, Atty. Culvera requested Engr. John Marvil S. Tobias, BAC Member/Provincial Engineer to explain the requirements, terms and conditions stipulated in the bidding documents, eligibility requirements and the technical and financial components of the said project.

Engr. Tobias clarified and explained the following requirements, terms and conditions stipulated in the Invitation to Bid for Construction of Convention Center and Hotel, Brgy. Bagasbas, Daet, Camarines Norte under the Design and Build Scheme, viz:

1. The Provincial Government of Camarines Norte through the LBP Loan intends to apply the sum of Six Hundred Million Pesos (P600,000.000.00) being the Approved Budget for the Contract (ABC) for the Construction of Convention Center and Hotel, Brgy. Bagasbas, Daet, Camarines Norte under the Design and Build Scheme. 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 the Design and Build of Convention Center and Hotel with 90-120 rooms for Hotel and 1,000 to 1,500 pax capacity for the Convention Center. Completion of works is required for 720 CD. Bidders should have completed 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 and based on the guidelines for the procurement and implementation of contracts for Design and Build Infrastructure Projects under Annex "G" as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, 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 28 – February 18, 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 Seventy Five Thousand Pesos (P75,000.00). 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 February 5, 2020, 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 February 18, 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 February 18, 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.

Engr. Tobias also discussed the following eligibility requirements, 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

Likewise, the following eligibility requirements were agreed by the BAC Members:

- The eligibility requirements for this project shall comply with the applicable provisions of Section 23 to 24 of IRR.
- A modified set of requirements integrating eligibility documents and criteria for this project shall be adopted, as follows:
 - i. Class "A" Documents (Legal, Technical and Financial Documents) and Class "B" Documents

The prospective bidder shall submit all the required Class "A" and Class "B" documents for infrastructure projects and the following:

 - a) Relevant statements of all on-going, completed, awarded but not yet started design/design and build and build related contracts, curriculum vitae of key staff, partners or principal officers; and
 - b) Valid licenses issued by the Professional Regulatory Commission (PRC) for design professionals.
 - ii. Eligibility Criteria
 - a) The eligibility of design and build contractors shall be based on the legal, technical and financial requirements. In the technical requirements, the design and build contractor (as solo or in joint venture/consortia) should be able to comply with the experience requirement under the IRR of R.A. 9184, where one of the parties (in a joint venture/consortia) should have at least one similar project, both in design and construction, with at least 50% of the cost of ABC.
 - b) If the bidder has no experience in design and build projects on its own it may enter into subcontracting, partnership or joint venture with design or engineering firms for the design portion of the contract.
 - c) The relevant provisions under Section 23.4.2 of the IRR of R.A. 9184 on eligibility requirements shall be observed with the following exceptions:

Joint ventures/consortia among Filipino contractors and consultants or among Filipino contractors and foreign consultants shall be allowed subject to pertinent laws and the relevant provisions of the IRR of R.A. 9184. The joint venture /consortia shall be jointly and severally responsible for the obligations and the civil liabilities arising from the design and build contract: Provided, however, that Filipino ownership or interest thereof shall be at least seventy five percent (75%): Provided further, that joint ventures/consortia in which Filipino ownership or interest is less than seventy-five percent (75%) may be eligible where the structures to be built require the application of techniques and/or technologies which are not adequately possessed by Filipinos and that Filipino ownership or interest shall not be less than twenty-five percent (25%): Provided, finally, that when the design services in which the joint ventures wishes to engage involve the practice of professions regulated by law, all those who will actually perform the services shall be Filipino citizens and registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions and where foreign designers are required, the foreign designer must be authorized by the appropriate Philippine Government professional regulatory body to engage in the practice of those professions and allied professions.

Atty. Culvera asked the COA representatives for any questions/clarifications regarding the Infrastructure Project to which Ms. Mary Nor Rada replied that everything were already discussed.

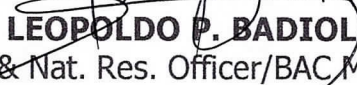
There being no other matters to be discussed the pre-bid conference ends at 2:40 p.m.

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

(absent)
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