

Republic of the Philippines
Province of Camarines Norte

BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON FEBRUARY 15, 2019, 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	- Prov'l. Budget Officer/BAC Vice Chairperson
ENGR. LEOPOLDO P. BADIOLA	- Prov'l. Env. & Nat. Res. Officer/BAC Member
ENGR. JOHN MARVIL S. TOBIAS	- Provl. Engineer/BAC Member
MS. MARIE FRANCIS L. CRISOSTOMO	- Admin. Officer V/Member, BAC Secretariat
MS. NANCY U. HERNANDEZ	- A.O. V/Member, BAC Secretariat
MS. SIMONETTE S. PANGO	- Admin. Aide VI/Member, BAC Secretariat
MR. JOHN ALMAN BALON	- Admin Officer III/Member, BAC TWG
MRS. AMYLYN R. DY	- SAO, PTO, Member BAC Secretariat
MS. VIRGINIA B. PELLEJA	- P.S., PLO/ Member, BAC Secretariat
MR. EDGAR Z. RAMOS	- UW1, PHRMO, Member, BAC Secretariat
ENGR. SAHLEE T. YANTO	- Engr. IV/Head, BAC TWG
MS. AIZA P. NAPOLES	- AO III/Member, BAC TWG
MS. DONNA A. GUEVARRA	- EMS II/ Member, BAC TWG
MS. JOY LOURICE T. RODERNO	- Admin. Asst. II/Member, BAC TWG
MR. URBANO C. LAGRIADA	- Observer, Kiwanis Club
ENGR. HAROLD R. GESTIADA	- Rep. OPAG – End User

BIDDER:

MRS. AMY ASIS	- Rep. Aims Agri Venture Inc.
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ABSENT:

ENGR. EDEN F. BORJA, DPM	- Provl. Gen. Services Officer/BAC Member
ENGR. ALMIRANTE A. ABAD	- Provl 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	- Admin. Officer III/ Member, BAC Secretariat
MS. GINA B. RACELIS	- AO III/Member, BAC Secretariat
MS. JOANNE V. ENRIQUEZ	- P.S./Member, BAC Secretariat
ENGR. MARK WILSON M. TORRES	- Engineer III, Member BAC TWG
ENGR. KING ELISER PAPANGO	- Project Evaluation Officer IV/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 while the Secretariat recorded the minutes thereof.

Ms. Marie Francis L. Crisostomo, Member, BAC Secretariat made the roll call and informed the Chairperson that four (4) Members of the Bids and Awards Committee were present, hence, there was a quorum.

Atty. Don H. Culvera, Chairperson inquired if the Notice for today's meeting has been sent to all the members, observer and concerned parties to which the Secretariat positively replied and presented the proof of notice for reference.

Ms. Marie Francis L. Crisostomo read before the body the agenda for the day. On motion made by Engr. Leopoldo P. Badiola seconded by Engr. John Marvil S. Tobias, both BAC Members, the agenda has been approved.

Pre-Bid Conference for the following Purchase Request and Infrastructure Projects

1. PR No. 19010351 – One (1) Unit Four-Wheel Drive Tractor (Brand New) including implements (Rotavator & Front Dozer)
2. Construction of Barangay Road, Brgy. Gumaus, Paracale, Camarines Norte
3. Construction of Barangay Road, Napilihan to Singi, Vinzons, Camarines Norte
4. Construction of Barangay Road, Brgy. Poblacion, Sta. Elena, Camrines Norte

Atty. Culvera inquired if there were prospective bidders for the aforesaid Purchase Request and Infrastructure Projects and Mrs. Amy Asis responded that she is attending for PR No. 19010351. Mrs. Joy Lourice T. Roderno, Member, Technical Working Group discussed the important details of said PR.

Mrs. Joy Lourice T. Roderno discussed the eligibility requirements, and 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:
 - License to Operate

She added that the above Purchase Request is funded through the General Fund CY 2019 with an Approved Budget for the Contract of P1,300,000.00. Bid received in excess of the Approved Budget for the Contract shall be automatically rejected at bid opening. Bidders should have completed within 5 years from the date of submission and receipt of bids, a contract similar to the contract, eligible bidder is contained in the bidding documents, Section II, Instructions to bidders. Interested bidders may obtain further information from the Provincial Government of Camarines Norte.

Engr. Harold R. Gestiada recommended to the body that they should observe GPPB Resolution No. 27-2017 re: Agricultural Machinery Testing and Evaluation Center (AMTEC) Tested, and the equipment should pass the quality and performance standard. After thorough deliberation, it was decided by the body that a footnote be reflected in the Purchase Request that it should be AMTEC tested.

Engr. Sahlee T. Yanto, Head of the Technical Working Group was requested by Atty. Don H. Culvera to discuss the Eligibility requirements and Technical Documents of the contract to be bid, viz:

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

She also discussed the important details of the following infrastructure projects, viz:

Construction of Barangay Road, Brgy. Gumaus, Paracale, Camarines Norte, Engr. Sahlee T. Yanto informed the body that said project is funded through the 20% Development Fund for CY 2019 with an Approved Budget for the Contract of P4,991,411.00 for the Concreting of 623.75LM x 4.0 x 0.15m with 0.50m shoulder on both sides and 40.50LM x 2.0m x 0.15m road with 0.50m shoulder. Interested bidders may acquire Bidding Documents at the Bids and Awards Committee Office, at the 2nd Floor, Provincial Capitol Building or may download from the website of the Philippine Government Electronic Procurement System. 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. Equipment needed for the implementation of the said project was discussed and the Description of each item number.

Construction of Barangay Road, Napilihan to Singi, Vinzons, Camarines Norte is funded through the 20% Development Fund for CY 2019 with an Approved Budget for the Contract of P3,994,776.00 for the Concreting of 513LM x 2.00 x 0.15m half lane road with 0.50m shoulder; 246LM x 4.00m x 0.15m road with 0.50 shoulder and riprap and grouted riprap on both sides. The Completion of Works required is 90 Calendar Days. Bidders should have completed a contract similar to the Project and the description of an eligible bidder is contained in Section II of the Bidding Documents.

Construction of Barangay Road, Brgy. Poblacion, Sta. Elena, Camarines Norte is funded through the 20% Development Fund for CY 2019 with an Approved Budget for the Contract of P4,991,411.00 for the Concreting of 644LM x 0.15m with 0.50m shoulder on both sides. The Completion of Works required is 120 Calendar Days. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in Section II of the Bidding Documents. Equipment needed in the implementation of the project and description of each Item Number was also discussed.

There being no other matters to be discussed the meeting was adjourned at 2:40 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 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