

BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON FEBRUARY 26, 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. EDEN F. BORJA, DPM	- Provl. Gen. Services Officer/BAC Member
ENGR. LEOPOLDO P. BADIOLA	- Provl. Env. & Nat. Res. Officer/BAC Member
ENGR. ALMIRANTE A. ABAD	- Provl Agriculturist/Head, BAC Secretariat
MS. MARIE FRANCIS L. CRISOSTOMO	- Admin. Officer V/Member, BAC Secretariat
MS. NANCY U. HERNANDEZ	- A.O. V/Member, BAC Secretariat
MS. GINA B. RACELIS	- AO III/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
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
MS. MA. LOVELLA TAGALA	- Observer, Commission on Audit
MS. JEZALYN BEGINO	- Observer, Commission on Audit

ABSENT:

ENGR. JOHN MARVIL S. TOBIAS	- Provl. Engineer/BAC Member
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
ENGR. KING ELISER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
MS. AIZA P. NAPOLES	- AO III/Member, BAC TWG
MR. GINO VILLAFRANCA	- Admin. Assist. II/Member, BAC TWG
MS. JOANNE E. SERRANO	- P.S. II/Member, BAC Secretariat

PROCEEDINGS OF THE MEETING

The meeting was called to order at 2:00 P.M.

Mrs. Mercedes M. Alfuerte, BAC Vice Chairperson of the Bids and Awards Committee presided the meeting, Atty. Don H. Culvera will came late to attend to important matters in the office and 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.

Mrs. Mercedes M. Alfuerte, Vice Chairperson inquired if the Notice of 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. Eden F. Borja seconded by Engr. Leopoldo P. Badiola, both BAC Members, the agenda has been approved.

Pre-bid conference for project

Upon arrival of Atty. Don H. Culvera he inquired if there were Prospective Bidder for the **Upgrading of Electrical System into Automatic Transfer Switch and underground Cabling of Electrical Lines and Powerhouse (Phase I)** and there was none, however, Atty. Culvera requested Engr. Sahlee T. Yanto to clarify and explain the eligibility requirements and the technical and financial components of the contract to be, 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

Engr. Yanto also discussed the important details of the said project.

She informed the body that the said project is intended for Camarines Norte Provincial Hospital with an Approved Budget for the Contract of P16,000,000.00 for the Construction of 3-333KVA Transformer, platform, powerhouse building, construction of manhole feeder line and conduit concrete cover, installation of Electrical Works.

Engr. Yanto added that Bids received in excess of the ABC shall be automatically rejected at bid opening. Bidders must have completed an Small Largest Completed Contract that is similar to the contract to be bid and whose value, adjusted to current prices using the PSA consumer price indices, must be at least fifty percent (50%) of the ABC to be bid: Provided, however, That contractors under Small A and Small B categories without similar experience on the contract to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost (ARCC) of their registration based on the guidelines as prescribed by the PCAB. The description of an eligible bidder will be determined in the Bidding Documents, specifically, in Section II of the Bidding Documents.

She further informed the body that Bid Documents are already uploaded in the Philgeps and downloadable together with the plan, if plan is not readable it is available at the Provincial Engineer's Office.

There being no other matters to be discussed the meeting was adjourned at 3:40 p.m.

I hereby certify to the correctness of the foregoing:


ENGR. ALMIRANTE A. ABAD
Prov'l Agriculturist/Head, BAC Secretariat

ATTESTED:

(Absent)
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


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


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