

BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON FEBRUARY 28, 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	- Prov'l. Gen. Services Officer/BAC Member
ENGR. JOHN MARVIL S. TOBIAS	- Prov'l. Engineer/BAC Member
ENGR. ALMIRANTE A. ABAD	- Prov'l. 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
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
ENGR. KING ELISER PAPANGO	- Project Evaluation Officer IV/Member, 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
MS. MA. LOVELLA TAGALA	- Observer, Commission on Audit
MS. JEZALYN BEGINO	- Observer, Commission on Audit

ABSENT:

ENGR. LEOPOLDO P. BADIOLA	- Prov'l. Env. & Nat. Res. Officer/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
MS. SIMONETTE S. PANGO	- Admin. Aide VI/Member, BAC Secretariat
MR. JOHN ALMAN BALON	- Admin Officer III/Member, BAC TWG
MR. GINO VILAFRANCA	- 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.

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 acknowledged the presence of Mr. Urbano Z. Lagriada of Kiwanis Club, Ms. Ma. Lovella Tagala and Ms. Jezalyn Begino, Representatives from the Commission on Audit and Mrs. Amie Asis, representative of Aims Agri Ventures Inc.

Atty. Don H. Culvera, 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. John Marvil S. Tobias, both BAC Members, the agenda has been approved.

a. Pre-Bid Conference for Infrastructure Project

Atty. Don H. Culvera inquired if there were prospective Bidder for the following Infrastructure Projects, viz:

1. Construction of Barangay Road, Brgy. Benit, Labo, Camarines Norte
2. Concreting of Barangay Road, Iglesia Street Extension, Purok 6, Brgy. VII, Daet, Camarines Norte
3. Concreting of Brgy. Road, Brgy. San Isidro, Daet, Camarines Norte

and there was none, however, Atty. Culvera requested Engr. Sahlee T. Yanto to discuss important details of the said projects.

Engr. Sahlee T. Yanto discussed the following:

Construction of Barangay Road, Barangay Benit, Labo, Camarines Norte is funded through the Additional Aid to Barangay for CY 2019 with an Approved Budget for the Contract of P2,491,713.00) for the Concreting of 117LM x 2.00m x 0.15m road with 0.50m shoulder and 217.50LM x 4.00 x 0.15m road with 0.50m shoulder on both sides, with 241LM riprap and grouted riprap. Completion of work is 90 Calendar Days.

Concreting of Barangay Road, Iglesia Street Extension, Purok 6, Brgy. VII, Daet, Camarines Norte is funded through the Additional Aid to Barangay for CY 2019 with an Approved Budget for the Contract of One Million Nine Hundred Ninety Eight Thousand Eight Hundred Seventy Pesos for the Concreting of 292LM x 4.50m x 0.15m. Completion of Works is 60 Calendar Days.

Concreting of Barangay Road, Brgy. San Isidro, Daet, Camarines Norte is funded through the Additional Aid to Barangay for CY 2019 with an Approved Budget for the Contract of Two Million Five Hundred Ninety One Thousand Sixty Two Pesos for the Concreting of 430LM x 4.0 x 0.15m. Completion of Work is 60 Calendar Days.

Interested Bidders must have completed a Small Largest Completed Contract that is similar to the contract to be bid. Bidding documents of the aforesaid projects is already uploaded to the Philgeps and it is already downloadable. Atty. Culvera asked if the respective plan was also uploaded and Engr. Yanto responded affirmatively but plan is sometime not readable, hence, they provide copy of the plan. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section II. Equipment needed should be available to avoid problem in the implementation of the project.

Engr. Yanto also discussed the following:

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

Atty. Don H. Culvera further inquired if there is any clarification and there was none.

Item No. 8. Other Matters

There being no other matters to be discussed the meeting was adjourned at 2:15 p.m.

I hereby certify to the correctness of the foregoing:


ENGR. ALMIRANTE A. ABAD
Provl Agriculturist/Head, BAC Secretariat

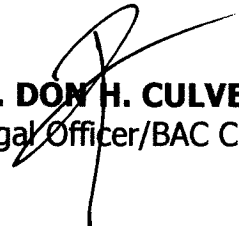
ATTESTED:


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

(Absent)
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