

BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON MARCH 3, 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
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. 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
ENGR. KING ELISER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
MS. AIZA P. NAPOLES	- Admin. Officer III/Member, BAC TWG
MS. JOY LOURICE T. RODERNO	- Admin. Asst. II/Member, BAC TWG

OTHER PRESENT:

MR. URBANO C. LAGRIADA	- Observer, Kiwanis Club of Daet
MS. MARY NOR RADA	- Observer, COA

ABSENT:

ENGR. JOHN MARVIL S. TOBIAS	- Provincial Engineer/BAC Member
ENGR. ALMIRANTE A. ABAD	- Provincial Agriculturist/Head, BAC Secretariat
MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. DOLORES V. LOARES	- SAO/ Member, BAC Secretariat
MR. JOHN ALMAN BALON	- SAO/Member, BAC TWG
MS. AMYLYN R. DY	- SAO/Member, BAC Secretariat
MS. JOANNE E. SERRANO	- Private Secretary II/Member, BAC Secretariat
ENGR. MARK WILSON M. TORRES	- Engineer III/Member, BAC TWG
MS. DONNA A. GUEVARRA	- EMS II/Member, BAC TWG
MR. GINO VILLAFRANCA	- Admin. Asst. II/Member, BAC TWG

PROCEEDINGS OF THE MEETING

The meeting was called to order at 2:00 p.m. Ms. Mercedes M. Alfuerte, Vice-Chairperson of the Bids and Awards Committee presided the meeting while Atty. Don H. Culvera, Chairperson was attending to an important appointment. The Secretariat recorded the minutes thereof.

Ms. Marie Francis L. Crisostomo, Member, Secretariat made the roll call and informed the Vice-Chairperson that three (3) 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

b. Pre-bid Conference of Infrastructure Project - Construction of Multi-purpose Hall, Brgy. Camambugan, Daet, Camarines Norte

Atty. Don H. Culvera inquired if there were prospective bidders for the aforesaid Infrastructure Project and there was none, however, he requested Engr. Sahlee T. Yanto, Head, 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.

Engr. Sahlee T. Yanto, Head, TWG clarified and explained the requirements, terms and conditions stipulated in the Invitation to Bid, to wit:

1. The Provincial Government of Camarines Norte through the 20% Development Fund intends to apply the sum of Two Million Nine Hundred Eighty-Four Thousand Five Hundred Fifty-Five Pesos & 10/100 (P2,984,555.10.00) being the Approved Budget for the Contract (ABC) to payment under the contract for the Construction of 92.94 sq.m. Multi-purpose Building Phase I, First Floor Only with Perimeter Fence and 3 unit Gate and Covered Pathway. Completion of Works is required for 150 CD.
2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. Bidders must have completed an SLCC 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 (P50%) 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. Instructions to Bidders.
4. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act.
5. Bidding is restricted to Filipino Citizen/sole proprietorship, cooperatives and partnerships or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.
6. A complete set of Bidding Documents may be acquired by interested bidders on February 20 - March 17, 2020 at the Bids and Awards Committee Office, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte and upon payment of the applicable fee for the Bidding 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 bidders shall pay the applicable fee for the 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 March 17, 2020, 1:30 p.m. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

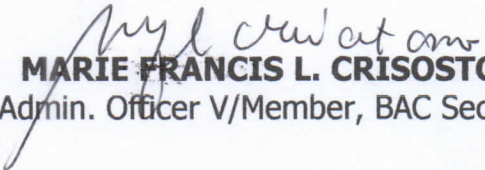
8. Bid opening shall be on March 17, 2020, 2:00 p.m. at Bids and Awards Committee Office, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

Engr. Yanto also discussed the 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
4. Omnibus Sworn Statement
5. Other Documents

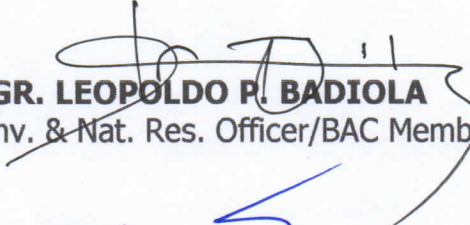
There being no other matters to be discussed the meeting was adjourned at 2:40 p.m.

I hereby certify to the correctness of the foregoing:

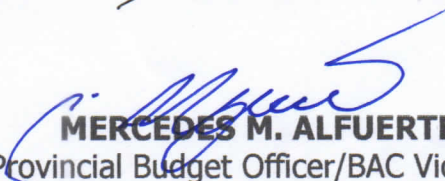

MARIE FRANCIS L. CRISOSTOMO
Admin. Officer V/Member, BAC Secretariat

ATTESTED:

(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
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MERCEDES M. ALFUERTE, CPA
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ATTY. DON H. CULVERA
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