

BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON MARCH 7, 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. JOHN MARVIL S. TOBIAS	- Provl. Engineer/BAC Member
MS. NANCY U. HERNANDEZ	- A.O. V/Member, BAC Secretariat
MRS. AMYLYN R. DY	- SAO, PTO, Member BAC Secretariat
MS. GINA B. RACELIS	- AO III/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
MR. JOHN ALMAN BALON	- Admin Officer III/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

ABSENT:

ENGR. ALMIRANTE A. ABAD	- Provl Agriculturist/Head, BAC Secretariat
MS. MARIE FRANCIS L. CRISOSTOMO	- Admin. Officer V/Member, 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. SIMONETTE S. PANGO	- Admin. Aide VI/Member, BAC Secretariat
MS. JOANNE E. SERRANO	- P.S. II/Member, BAC Secretariat
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.

Mrs. Nancy U. Hernandez, Member, BAC Secretariat made the roll call and informed the Chairperson that all Members of the Bids and Awards Committee were present, hence, there was a quorum.

Mrs. Roderno further discussed the important details of the following PRs:

Purchase Request No. 19020657 – One (1) Unit Dump Truck (Reconditioned) Mrs. Joy Lourice T. Roderno informed the body that it is funded through the General Fund CY 2019 with the Approved Budget for the Contract of P1,200,000.00. Bids received in excess of the ABC shall be automatically rejected at bid opening. Mrs. Roderno further discussed the specifications.

Purchase Request No. 19020651 – Supply and Delivery of 40 Units Motorcycle is funded through the General Fund CY 2019 – Grants and Donation with the Approved Budget for the Contract of P2,276,000.00. Specification was also discussed by Mrs. Roderno.

She further stressed that Delivery of goods is required upon receipt of Purchase Order/Notice to Proceed. 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 Project, 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. Sahlee T. Yanto discussed the eligibility requirements, and the technical and financial components of the contract to be bid and the details of the Infrastructure Projects, 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
5. Other Documents

Construction of Covered Court, Brgy. Luklukan Sur, Jose Panganiban, Camarines Norte, Engr. Yanto informed the body that said project is funded through the Additional Aid to Barangay CY 2019 with an Approved Budget for the Contract of P1,998,163.00 for the Completion of covered court (12m x 15m), with concrete pavement (15 x 30m) and Stage (4x6m). Completion of Work is required 120 Calendar Days.

Construction of Barangay Road, Barangay Tulay na Lupa, Labo, Camarines Norte is funded through the 20% Development Fund CY 2019 with an Approved Budget for the Contract of P4,999,761.21 for the Concreting of 30LM x 4.00m x 0.15m road with 0.50m shoulder on both sides, 385.70LM x 3.00m x 0.15m road with 0.50m shoulder on both sides, 831LM X 2.00mX 0.15M road

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.

Mrs. Nancy U. Hernandez read before the body the agenda for the day. On motion made by Engr. Leopoldo P. Badiola seconded by Engr. Eden F. Borja, both BAC Members, the agenda has been approved.

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

1. PR No. 19020657 – One (1) Unit Dump Truck (reconditioned)
2. PR No. 19020651 – 40 Units Motorcycle
3. Completion of Covered Court Brgy. Luklukan Sur, Jose Panganiban, Camarines Norte
4. Construction of Barangay Road, Brgy. Tulay na Lupa, Labo, Camarines Norte
5. Construction of Barangay Road, Brgy. Mangcamagong, Basud, Camarines Norte
6. Construction of Halfway House, Camp Busig-on, Brgy. Tulay na Lupa, Labo, Camarines Norte
7. Construction of Barangay Road, Brgy. Magang, Daet, Camarines Norte
8. Construction/Improvement of Labo-Contod-Vinzons Road, Brgy. Guinacutan Section, Vinzons, Camarines Norte, Aswang Creek to Banawang Bridge
9. Construction/Concreting of Barangay Road, Brgy. Fabrca, San Vicente, Camarines Norte
10. Construction of Barangay Road, Brgy. Mambungalon, Mercedes, Camarines Norte

Atty. Culvera inquired if there were prospective bidders for the aforesaid Purchase Requests and Infrastructure Projects and there was none.

Mrs. Joy Lourice T. Rodemo, Member TWG 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

with 0.50M shoulder on both sides and 436LM X 2.00m x 0.15m road with 0.50m shoulder. Completion of Works required is 120 Calendar Days.

Construction of Barangay Road, Brgy. Mangcamagong, Basud, Camarines Norte is funded through the 20% Development Fund CY 2019 with an approved Budget for the Contract of P2,987,101.00 for the Concreting of 371LM x 4.0m x 0.15m with 0.30m shoulder on both sides. Completion of Works required is 90 Calendar Days.

Construction of Halfway House, Camp Busig-on, Brgy. Tulay na Lupa, Labo, Camarines Norte, funded through the Trust Fund (E-Clip) DILG with an Approved Budget for the Contract of P4,999,761.21 for the Construction of 10.10m x 18.10m building. Completion of Works required is 150 Calendar Days.

Construction of Barangay Road Brgy. Magang, Daet, Camarines Norte, funded through the 20% Development Fund CY 2019 with an Approved Budget for the Contract of P1,981,735.00 for the Concreting of 325LM x 4.0 x 0.15m. Completion of Works required is 60 Calendar Days.

Construction/Improvement of Labo-Contod-Vinzons Road, Brgy. Guinacutan Section, Vinzons, Camarines Norte Aswang Creek to Banawang Bridge, funded through Supplemental Budget No. 3 CY 2018 with an Approved Budget for the Contract of P3,994,967.00 for the Concreting of 4.1m x 223.72 LM with 1.0m shouldering both side and installation of 12 sets of Solar Powered Street Lights. Completion of the Works required is 90 Calendar Days.

Construction/Concreting of Barangay Road, Brgy. Fabrica, San Vicente, Camarines Norte, funded through the Supplemental Budget No. 2 CY 2018 with an Approved Budget for the Contact of P1,989,807.00 for the Concreting of 513LM x 2.0m x 0.15m road with 0.50m shoulder. Completion of works required is 90 Calendar Days.

Construction of Barangay Road, Brgy. Mambungalon, Mercedes, Camarines Norte, funded through the 20% Development Fund CY 2019 with an Approved Budget for the Contract of P7,987,187.00 for the Concreting of 115LM x 4.0 x 0.15m road with 0.50m shoulder on both sides and gravelling of 8291LM x 5.0 road

Engr. Yanto added that Bids received in excess of the ABC shall be automatically rejected at bid opening. Bidders must have completed a 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 reported 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. Equipment needed should be available to avoid problem in the implementation of the project

There being no other matters to be discussed the meeting was adjourned at 2:50 p.m.

I hereby certify to the correctness of the foregoing:

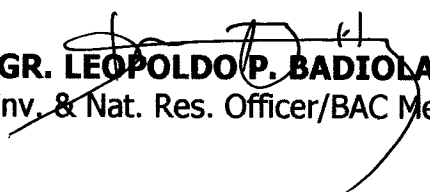


NANCY U. HERNANDEZ
A.O. V/Member, BAC Secretariat

ATTESTED:



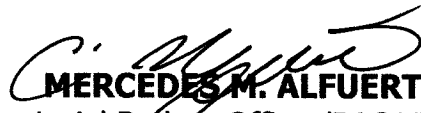
ENGR. JOHN MARVIL S. TOBIAS
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