

BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON MARCH 21, 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	- Provincial 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	- Admin. Officer V/Member, BAC Secretariat
MS. GINA B. RACELIS	- Admin. Officer III/Member, BAC Secretariat
MS. JOANNE E. SERRANO	- Private Secretary II/Member, BAC Secretariat
MS. SIMONETTE S. PANGO	- Admin. Asst. II (Clerk IV)/Member, BAC Secretariat
ENGR. SAHLEE T. YANTO	- Engineer 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	- Admin. Officer III/Member, BAC TWG
MR. JOHN ALMAN N. BALON	- Admin Officer III/Member, BAC TWG

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	- SAO/Member, BAC Secretariat
MS. AMYLYN R. DY	- SAO/Member, BAC Secretariat
MS. VIRGINIA B. PELLEJA	- Process Server/ Member, BAC Secretariat
MR. EDGAR Z. RAMOS	- Utility Worker I/Member, BAC Secretariat
MS. DONNA A. GUEVARRA	- EMS II/ Member, BAC TWG
MS. JOY LOURICE T. RODERNO	- Admin. Asst. II/Member, BAC TWG
MR. GINO VILLAFRANCA	- Admin. Assist. II/Member, BAC TWG
MR. URBANO C. LAGRIADA	- Kiwanis Club

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) 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

a. Pre-bid Conference for the following Purchase Requests and Infrastructure Projects:

- a.1 PR No. 19020600 – Supply and Delivery of 2,000 sacks Commercial Rice
- a.2 PR No. 19020768 – Drugs and Medicines
- a.3 Construction of Evacuation Center, Brgy. Poblacion, Sta. Elena, Camarines Norte
- a.4 Construction of Evacuation Center, Brgy. Mandazo, Basud, Camarines Norte
- a.5 Construction/Improvement of Covered Court, Brgy. Basiad, Sta. Elena, Camarines Norte

Atty. Culvera inquired if there were prospective bidders for the aforesaid Purchase Request and Infrastructure Projects and there was none, however, he requested the TWG to clarify and explain the requirements, terms, conditions and specifications stipulated in the bidding documents. Likewise, to discuss the eligibility requirements and the technical and financial components of the PR and Infrastructure Projects subject for Pre-bid, viz:

Mr. John Alman N. Balon, Member TWG clarified and explained the requirements, terms, conditions and specifications stipulated in the bidding documents of the following Purchase Requests:

Purchase Request No. 19020600 – Supply and Delivery of 2,000 sacks Commercial Rice is funded through the Poverty Alleviation Program under SPA for CY 2019 with the Approved Budget for the Contract of Four Million Pesos (P4,000,000.00) for 2,000 sacks Commercial Rice. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Delivery of Goods is required thirty (30) calendar days upon receipt of Purchase Order/Notice to Proceed. Bidders should have completed, within 5 years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly Section II, Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.

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, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

A complete set of Bidding Documents may be acquired by interested bidders on March 8-April 2, 2019 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building Daet, Camarines Norte and upon payment of the applicable fee for 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 the bidders shall pay the applicable fee for Bidding Documents not later than the submission of their bids.

Mr. Balon also discussed the eligibility requirements, the technical and financial components of the contract to be bid for PR No. 19020600 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

Purchase Request No. 19020768 – Supply and Delivery of Drugs and Medicines is funded through the LDRRM Fund CY 2019 with the Approved Budget for the Contract of Two Million Six Hundred Sixty Eight Thousand Two Hundred Pesos (P2,668,200.00). Bids received in excess of the ABC shall be automatically rejected at bid opening.

Delivery of Goods is required thirty (30) calendar days upon receipt of Purchase Order/Notice to Proceed. Bidders should have completed, within 5 years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly Section II, Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.

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.

A complete set of Bidding Documents may be acquired by interested bidders on March 12-April 2, 2019 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building Daet, Camarines Norte and upon payment of the applicable fee for 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 the bidders shall pay the applicable fee for Bidding Documents not later than the submission of their bids.

Mr. Balon also discussed the eligibility requirements, the technical and financial components of the contract to be bid for PR No. 19020768 the same as stated above with other additional documents such as License to Operate (LTO) and Certificate of Product Registration (CPR).

With regard to the Infrastructure Projects, Engr. Sahlee T. Yanto, Head TWG clarified and explained the requirements, terms, conditions and specifications stipulated in the bidding documents for the following:

Construction of Evacuation Center, Brgy. Poblacion, Sta. Elena, Camarines Norte is funded through the LDRRM Fund CY 2019 with the Approved Budget for the Contract of Four Million Nine Hundred Seventy Six Thousand Four Hundred Twenty Nine Pesos and 13/100 (P4,976,429.13) for the construction of 17.00m x 35.00m Evacuation Center with 0.10m thk.

lab on Grade Flooring and completion of the works is required 120 calendar days. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Bidders must have completed and 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 (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, Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.

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.

A complete set of Bidding Documents may be acquired by interested bidders on March 13-April 2, 2019 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building Daet, Camarines Norte and upon payment of the applicable fee for 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 the bidders shall pay the applicable fee for Bidding Documents not later than the submission of their bids.

The eligibility requirements, and the technical and financial components of the contract to be bid for Construction of Evacuation Center, Brgy. Poblacion, Sta. Elena, Camarines Norte were as follows as discussed by Engr. Yanto:

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 Evacuation Center, Brgy. Mandazo, Basud, Camarines Norte is funded through the LDRRM Fund CY 2019 with the Approved Budget for the Contract of One Million Nine Hundred Ninety Nine Thousand Ninety Nine Pesos and 83/100 (P1,999,099.83) for the Construction of 8.00m x 10.00m Evacuation Hall with Toilet and Bath and 2.00m x 4.00m Entry Porch and completion of the works is required 90 calendar days. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Bidders must have completed and 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 (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, Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.

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.

A complete set of Bidding Documents may be acquired by interested bidders on March 13-April 2, 2019 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building Daet, Camarines Norte and upon payment of the applicable fee for 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 the bidders shall pay the applicable fee for Bidding Documents not later than the submission of their bids.

The same eligibility requirements, and the technical and financial components of the contract to be bid for Construction of Evacuation Center, Brgy. Mandazo, Basud, Camarines Norte as stated above were discussed by Engr. Yanto.

Construction/Improvement of Covered Court, Brgy. Basiad, Sta. Elena, Camarines Norte is funded through the Additional Aid to Barangay CY 2019 with the Approved Budget for the Contract of One Million Nine Hundred Ninety Six Thousand Four Hundred Fifty Pesos (P1,996,450.00) for the Construction/Improvement of (28.1 x 4.28), (26.6 x 3.44) Roofing, 12 Composite Colum (0.40 x 0.40) and Guard Rail and completion of the works is required 120 calendar days. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Bidders must have completed and 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 (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, Instruction to Bidders.

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The same eligibility requirements, and the technical and financial components of the contract to be bid for Construction/Improvement of Covered Court, Brgy. Basiad, Sta. Elena, Camarines Norte as stated above were discussed by Engr. Yanto.

There being no other matters to be discussed the pre-bid conference ends at 2:30 p.m.

I hereby certify to the correctness of the foregoing:

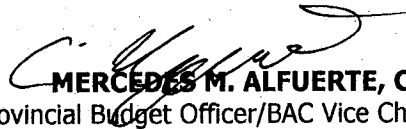

ENGR. ALMIRANTE A. ABAD
Provincial Agriculturist/Head, BAC Secretariat

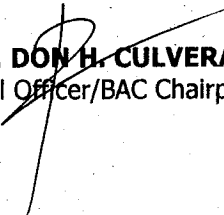
ATTESTED:


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
Prov'l. Legal Officer/BAC Chairperson