

BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON APRIL 14, 2020, 2:00 P.M. AT THE BAC OFFICE CONFERENCE ROOM, 2nd FLOOR, PROVINCIAL CAPITOL BLDG., DAET, CAMARINES NORTE.

PRESENT:

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| 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 | - Provincial General Services Officer/BAC Member |
| ENGR. LEOPOLDO P. BADIOLA | - Provincial Env. & Nat. Res. Officer/BAC Member |
| ENGR. JOHN MARVIL S. TOBIAS | - Provincial Engineer/BAC Member |
| ENGR. ALMIRANTE A. ABAD | - Provincial Agriculturist/Head, BAC Secretariat |
| MS. AMYLYN R. DY | - Supervising Admin. Officer/Member BAC Secretariat |
| MS. MARIA CRISTINA Z. AREVALO | - Supervising Admin. Officer/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 |
| MR. EDGAR Z. RAMOS | - Utility Worker I/Member, BAC Secretariat |
| MR. JOHN ALMAN N. BALON | - Supervising Admin. Officer/Member, BAC TWG |
| ENGR. KING ELISER PAPANGO | - Project Evaluation Officer IV/Member, BAC TWG |
| MS. DONNA A. GUEVARRA | - Environmental Mgt. Specialist II/ Member, BAC TWG |

ABSENT:

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| MS. MAGDALENA B. TOLEDANA | - PHRMO/Member, BAC Secretariat |
| MS. DOLORES V. LOARES | - Supervising Admin. Officer/Member, BAC Secretariat |
| MS. MARIE FRANCIS L. CRISOSTOMO | - Admin. Officer V/Member, BAC Secretariat |
| MS. JOANNE E. SERRANO | - Private Secretary II/Member, BAC Secretariat |
| MS. VIRGINIA B. PELLEJA | - Process Server/Member, BAC Secretariat |
| ENGR. SAHLEE T. YANTO | - Engineer IV/Head, BAC TWG |
| ENGR. MARK WILSON M. TORRES | - Engineer III/Member, BAC TWG |
| MS. AIZA P. NAPOLES | - Admin. Officer III/Member, BAC TWG |
| MS. JOY LOURICE T. RODERNO | - Admin. Asst. 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.

Atty. Don H. Culvera, Chairperson of the Bids and Awards Committee presided the meeting while the Secretariat recorded the minutes thereof.

Engr. Almirante A. Abad, Head BAC Secretariat made the roll call and informed the Chairperson that all the 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:

- a.1. Construction of Barangay Camambugan Road, with Concrete Drainage System, Brgy. Camambugan, Daet, Camarines Norte
- a.2. Construction of Multi-purpose Hall, Poblacion I, Basud, Camarines Norte

Atty. Don H. Culvera inquired if there were prospective bidders for the aforesaid Infrastructure Projects and there was none. He requested the Technical Working Group to explain the requirements, terms and conditions stipulated in the bidding documents, eligibility requirements and the technical and financial components of the said Infrastructure Project.

Engr. King Elizer Papango, Member, TWG clarified and explained the requirements, terms and conditions stipulated in the Invitation to Bid, to wit:

a.1. Construction of Barangay Camambugan Road, with Concrete Drainage System, Brgy. Camambugan, Daet, Camarines Norte

1. The Provincial Government of Camarines Norte through the 20% Development Fund 2020 intends to apply the sum of One Million Nine Hundred Ninety Eight Thousand Two Hundred Sixty Two Pesos (P1,998,262.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the Concreting of 164.00LM x 5.00m x 0.20m and 16.50LM x 2.70m x 0.20m barangay road with 98.80LM line canal. Completion of Works is required for 50 CD.
2. Bid 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 (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. 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.
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. Interested bidders may obtain further information from the Provincial Government of Camarines Norte and inspect the Bidding Documents at the address indicated in the ITB from 8:00 a.m. to 5:00 p.m., Monday to Friday.
7. A complete set of Bidding Documents may be acquired by interested bidders on April 3-28, 2020 at the Bids and Awards Committee, 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 the bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

8. Bids must be duly received by the BAC Secretariat in the address indicated in the ITB on or before April 28, 2020, 1:30 p.m. All bids must be accompanied by a bid security in any of acceptable forms and in the amount stated in ITB Clause 18.
9. Bid opening shall be on April 28, 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 bidder's representatives who choose to attend. Late bids shall not be accepted.

Engr. Papango also discussed the eligibility requirements, the technical and financial components of the contract to be bid for the said Infrastructure Project, viz:

1. Eligibility Requirements and Technical Documents:
 - DTI/SEC/CDA Registration
 - Mayor's permit from principal place of business
 - Statement of all on-going 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

a.2. Construction of Multi-purpose Hall, Brgy. Poblacion I, Basud, Camarines Norte

1. The Provincial Government of Camarines Norte through the Aid to Barangay CY 2019 intends to apply the sum of One Million Nine Hundred Ninety Five Thousand Nine Hundred Ninety Two Pesos and 88/100 (P1,995,992.88.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the Construction of two (2) storey building (96.44 sq.m.). Completion of Works is required for 90 CD.
2. Bid 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 (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. 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.
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. Interested bidders may obtain further information from the Provincial Government of Camarines Norte and inspect the Bidding Documents at the address indicated in the ITB from 8:00 a.m. to 5:00 p.m., Monday to Friday.
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Engr. Papango also discussed the same eligibility requirements, the technical and financial components of the contract to be bid for the said Infrastructure Project.

There being no other matters to be discussed the pre-bid conference ends at 2:20 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



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