

**BIDS AND AWARDS COMMITTEE**

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

**PRESENT:**

|                                 |  |
|---------------------------------|--|
| MS. MERCEDES M. ALFUERTE, CPA   | - Provincial Budget Officer/BAC Vice Chairperson |
| ENGR. EDEN F. BORJA, DPM        | - Provincial Gen. Services Officer/BAC Member    |
| ENGR. LEOPOLDO P. BADIOLA       | - Provincial Env. & Nat. Res. Officer/BAC Member |
| MS. MARIE FRANCIS L. CRISOSTOMO | - Admin. Officer V/Member, BAC Secretariat       |
| MS. NANCY U. HERNANDEZ          | - Admin. Officer V/Member, BAC Secretariat       |
| MS. AMYLYN R. DY                | - SAO/Member, BAC Secretariat                    |
| MS. GINA B. RACELIS             | - Admin. Officer III/Member, BAC Secretariat     |
| MS. JOANNE E. SERRANO           | - Private Secretary II/Member, BAC Secretariat   |
| MS. VIRGINIA B. PELLEJA         | - Process Server/ Member, BAC Secretariat        |
| MR. EDGAR Z. RAMOS              | - Utility Worker I/Member, BAC Secretariat       |
| ENGR. SAHLEE T. YANTO           | - Engineer IV/Head, BAC TWG                      |
| ENGR. MARK WILSON M. TORRES     | - Engineer III/Member, BAC TWG                   |
| MS. DONNA A. GUEVARRA           | - EMS II/ Member, BAC TWG                        |
| MS. AIZA P. NAPOLES             | - Admin. Officer III/Member, BAC TWG             |
| MS. JOY LOURICE T. RODERNO      | - Admin. Asst. II/Member, BAC TWG                |

**ABSENT:**

|                               |  |
|-------------------------------|--|
| ATTY. DON H. CULVERA          | - Provincial Legal Officer/BAC Chairperson           |
| 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. MARIA CRISTINA Z. AREVALO | - SAO/Member, BAC Secretariat                        |
| MS. DOLORES V. LOARES         | - SAO/Member, BAC Secretariat                        |
| MS. SIMONETTE S. PANGO        | - Admin. Asst. II (Clerk IV)/Member, BAC Secretariat |
| ENGR. KING ELISER PAPANGO     | - Project Evaluation Officer IV/Member, BAC TWG      |
| MR. JOHN ALMAN BALON          | - SAO/Member, BAC TWG                                |
| MR. GINO VILLAFRANCA          | - Admin. Assist. II/Member, BAC TWG                  |
| MR. URBANO C. LAGRIADA        | - Kiwanis Club of Daet                               |

**PROCEEDINGS OF THE MEETING**

The meeting was called to order at 2:00 P.M.

Mrs. Mercedes M. Alfuerte, Vice-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 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**

**a. Pre-bid Conference for the following Infrastructure Projects:**

- a.1 Construction of Access Road, Brgy. Pangpang, Labo, Camarines Norte
- a.2 Construction of Brgy. Road, Brgy. Don Tomas, Sta. Elena, Camarines Norte
- a.3 Construction of Brgy. Road, Brgy. Borabod-Gubat, Daet, Camarines Norte
- a.4 Construction of Access Road, Brgy. Submakin, Labo, Camarines Norte
- a.5 Construction of Access Road, Brgy. Baay, Labo, Camarines Norte
- a.6 Construction of Evacuation Center, Brgy. San Martin, Jose Panganiban, Camarines Norte

Mrs. Alfuerde inquired if there were prospective bidders for the aforesaid Infrastructure Projects and there was none, however, he requested the 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 Infrastructure Projects subject for Pre-bid.

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

**a.1 CONSTRUCTION OF ACCESS ROAD, BRGY. PANGPANG, LABO, CAMARINES NORTE**

is funded through SB# 1 CY 2019 with the Approved Budget for the Contract (ABC) of Two Million Four Hundred Ninety-Three Thousand Three Hundred Ninety-Six Pesos (P2,493,396.00) for the Concreting of 590.00LM x 2.00m x 0.15m road with 0.50 shoulder. Completion of the Works is required 90CD.

1. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. 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.
3. 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.
4. 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.
5. A complete set of Bidding Documents may be acquired by interested bidders on May 3-28, 2019 at the Bids and Awards Committee, 2<sup>nd</sup> 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.
6. Bids must be duly received by the BAC Secretariat at the address indicated in the ITB on or before May 28, 2019 at 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.

7. Bid opening shall be on May 28, 2019, 2:00 p.m. at Bids and Awards Committee Office, 2<sup>nd</sup> 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.

She 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

**a.2 CONSTRUCTION OF BRGY. ROAD, BRGY. DON TOMAS, STA. ELENA, CAMARINES NORTE** is funded through SB# 1 CY 2019 with the Approved Budget for the Contract (ABC) of Two Million Nine Hundred Ninety Six Thousand Seven Hundred Thirty Five Pesos (P2,996,735.00) for the Concreting of 321.90LM x 4.00m x 0.15m road with 0.50m shoulder on both sides. Completion of the Works is required 90CD.

The same requirements, terms and conditions stipulated in the Invitation to Bid and enumerated above were discussed by Engr. Yanto.

Likewise, the same eligibility requirements, technical and financial components of the contract to be bid as enumerated above were also discussed.

**a.3 CONSTRUCTION OF BRGY. ROAD, BRGY. BORABOD-GUBAT, DAET, CAMARINES NORTE** is funded through SB# 1 CY 2019 with Approved Budget for the Contract (ABC) of One Million Nine Hundred Twenty Nine Thousand Two Hundred Ninety Three Pesos (P1,929,293.00) for the Concreting of 254.00LM x 4.00m x 0.15m road with 0.30m shoulder on both sides. Completion of the Works is required 90CD.

The same requirements, terms and conditions stipulated in the Invitation to Bid and enumerated above were discussed by Engr. Yanto.

Likewise, the same eligibility requirements, technical and financial components of the contract to be bid as enumerated above were also discussed.

**a.4 CONSTRUCTION OF ACCESS ROAD, BRGY. SUBMAKIN, LABO, CAMARINES NORTE** is funded through SB# 1 CY 2019 with Approved Budget for the Contract (ABC) of Two

Million Nine Hundred Ninety-Six Thousand One Hundred Forty-Seven Pesos (P2,996,147.00) for the Concreting of 69.10LM x 4.00m x 0.15m road with 0.50m shoulder on both sides and 578.35LM x 2.00m x 0.15 with 0.50m shoulder. Completion of Works is required 90CD.

The same requirements, terms and conditions stipulated in the Invitation to Bid and enumerated above were discussed by Engr. Yanto.

Likewise, the same eligibility requirements, technical and financial components of the contract to be bid as enumerated above were also discussed.

**a.5 CONSTRUCTION OF ACCESS ROAD, BRGY. BAAY, LABO, CAMARINES NORTE** is funded through SB# 1 CY 2019 with Approved Budget for the Contract (ABC) of Two Million Four Hundred Eight-Seven Thousand Eight Hundred Sixty Pesos (P2,487,860.00) for the Concreting of 83.65LM x 5.00m x 0.15 road with 0.50m shoulder on both sides and 290.26LM x 2.50m x 0.15 with 0.50m shoulder. Completion of the Works is required 90CD.

The same requirements, terms and conditions stipulated in the Invitation to Bid and enumerated above were discussed by Engr. Yanto.

Likewise, the same eligibility requirements, technical and financial components of the contract to be bid as enumerated above were also discussed.

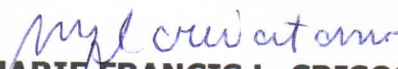
**a.6 CONSTRUCTION OF EVACUATION CENTER, BRGY. SAN MARTIN, JOSE PANGANIBAN, CAMARINES NORTE** is funded through SB# 1 CY 2019 with Approved Budget for the Contract (ABC) of One Million Three Hundred Twenty-Three Thousand Two Hundred Nineteen Pesos (P1,323,219.00) for the Construction of 2-Storey Evacuation Center. Completion of the Works is required 90CD.

The same requirements, terms and conditions stipulated in the Invitation to Bid and enumerated above were discussed by Engr. Yanto.

Likewise, the same eligibility requirements, technical and financial components of the contract to be bid as enumerated above were also discussed.


There being no other matters to be discussed the pre-bid conference ends at 2:35 p.m.

I hereby certify to the correctness of the foregoing:

  
**MARIE FRANCIS L. CRISOSTOMO**  
Administrative 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**  
Prov'l. General Services Officer/BAC Member

  
**MERCEDES M. ALFUERTE, CPA**  
Provincial Budget Officer/BAC Vice Chairperson

(absent)  
**ATTY. DON H. CULVERA**  
Prov'l. Legal Officer/BAC Chairperson