

Republic of the Philippines  
PROVINCE OF CAMARINES NORTE

**BIDS AND AWARDS COMMITTEE**

**MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON JULY 9, 2020, 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 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. 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
MR. EDGAR Y. RAMOS	- Utility Worker I/Member, BAC Secretariat
ENGR. SAHLEE T. YANTO	- Engineer IV/Head, BAC TWG
MS. DONNA A. GUEVARRA	- Environmental Mgt. Specialist II/ Member, BAC TWG

**ABSENT:**

ATTY. DON H. CULVERA	- Provincial Legal Officer/BAC Chairperson
MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. AMYLYN R. DY	- Supervising Admin. Officer/Member, BAC Secretariat
MS. MARIA CRISTINA Z. AREVALO	- Supervising Admin. Officer/Member, BAC Secretariat
MS. DOLORES V. LOARES	- Supervising Admin. Officer/Member, BAC Secretariat
MS. JOANNE E. SERRANO	- Private Secretary II/Member, BAC Secretariat
MS. VIRGINIA B. PELLEJA	- Process Server/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
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 VILAFRANCA	- 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. The Secretariat recorded the minutes thereof.

Engr. Almirante A. Abad, Head, BAC Secretariat made the roll call and informed the Vice 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 PR No. 20061189-Supply and Delivery of One (1) unit Emergency Vehicle**

Ms. Mercedes M. Alfuerte inquired if there were prospective bidder/s for the aforesaid Purchase Request and there was none. Nonetheless, Ms. Alfuerte requested Engr. Sahlee T. Yanto, Head, TWG to explain the requirements, terms and conditions stipulated in the bidding documents, eligibility requirements and the technical and financial components of the said Purchase Request.

Engr. Yanto clarified and explained the requirements, terms and conditions stipulated in the Invitation to Bid for PR No. 20061189 – Supply and Delivery of One (1) Unit Emergency Vehicle, to wit:

1. The Provincial Government of Camarines Norte through the LDRRM Fund 2020 intends to apply the sum of One Million Five Hundred Thousand Pesos (P 1,500,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for PR No. 20061189 – Supply and Delivery of One (1) Unit Emergency Vehicle.
2. Bid received in excess of the ABC shall be automatically rejected at bid opening.
3. The specification of the Emergency Vehicle are the following:

Engine: 2.5L CRDi VGT DOHC 16V

Front Suspension: double wishbone and torsion bar spring

Rear Suspension: semi elliptical laminated leaf spring

Brake Type: Hydraulic Emergency Brake with LSPV

Displacement: 2,497

Transmission: 6 speed manual

Max Power: 2,497 cc

Max Torque: 26/1,500-3,500 kg.

Tire: 195/70 R15

Fuel Tank Capacity: 65L

Gross Vehicle Weight: 3,015 kg

Overall LxWxH 4795mm x 1740mm x 1965mm

Fabrication/Supply/Installation

1. Steel Runner: BI Steel angle bar – 2", size ¼"x2"x2", with flat belt and steel angle brace
2. Flooring: BI Steel MS Plate, Flat size 2.50mm thick; QDE mosaic paint floor finish
3. Floor Joists: Bended BI steel top hat bar – 2", MS plate size 2.5mm thick. Size 2"x2"x2"
4. Floor Sills: BI steel angle bar, size 1/8"x1-1/2"x1-1/2"
5. 5. Corner Post: Bended design BI Sheet metal, size ga#16
6. Roof Rail: Bended design BI sheet metal, size ga#18
7. Body Skinning: BI sheet metal, size ga#16
8. Front Skinning: BI sheet metal, size ga#18
9. Roof Skinning: BI sheet metal, size ga#16
10. Roof Bows: Bended design top hat section, BI sheet metal, size ga#16. Grab Bar ½" O BI pipe
11. Vertical Post: Bended design top hat section, BI sheet metal, size ga#16

12. LH/RH Window\* With 2-sets sliding glass window, with welded wire mesh window safety grille
13. Fixed Glass: Fixed clear glass on driver's back and rear door, with wire mesh welded on frame
14. Head Lining: 1/4" leatherette material on ceiling portion of body, rear door and front panel
15. Inner Rear Door: Jeepney type design, MS plate size ga#14, with 1"Ø barrel bolt, and 6mm welded wire mesh
16. Outer Rear Door: Jeepney type design opening with fixed safety mesh wire grills, handgrab
17. Lock and Hinges: Machine fabricated door BI steel hinges, size 4.00mm thick
18. Mudguard: Bended design BI sheet metal, size ga#18, with rubber flap
19. Electrical: 2pcs. Ceiling dome light, with built-in switch, Original tail light assembly to be installed at rear corner post with frame and safety grille
20. Connections: All parts to be sealed, bolted and electrically welded
21. Step Board: Combination bended MS plate BI steel checkered plate, size 2.50mm thick
22. Anchorage: With mounting bracket, plybelt, and steel angle brace
23. Undercoat: With rubberized black paint coating both inside top floor section, and under body section
24. Painting\*\*\* L92 Automotive "polyurethane" paint, "BJMP Grey" colorcode, for Cab & Body section
25. Guard Seat: Fixed folding type passenger seat/back rest assembly at rear portion
26. Prisoner Seat: Fixed folding type prisoner seat with back rest 60% Portion
27. Guard Seat: Located at rear section of Prisoner's Van body (40% Portion) With plastic trapal
28. Warning Light\*\*\* With LED type long warning light assembly, Red Blue lens combination. With siren amplifier control unit and hand-held microphone for PA system.

4. Delivery of Goods is required upon receipt of Purchase Order/Notice to Proceed.
5. 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, in Section II. Instruction to Bidders.
6. 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.
7. Bidding is restricted to Filipino Citizens/sole proprietorships, cooperatives and partnerships or organizations with at least sixty percent (60%) 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.
8. 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.
9. A complete set of Bidding Documents may be acquired by interested bidders on June 30 – July 21, 2020 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 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.

10. Bids must be duly received by the BAC Secretariat in the address indicated in the ITB on or before July 21, 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.

11. Bid opening shall be on July 21, 2020, 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.

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 pre-bid conference ends at 2:15 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

**(absent)**  
**ATTY. DON H. CULVERA**  
Provincial Legal Officer/BAC Chairperson