

BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON JULY 11, 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. LEOPOLDO P. BADIOLA	- Prov'l. Env. & Nat. Res. 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. MARIA CRISTINA Z. AREVALO	- SAO/Member, BAC Secretariat
MS. GINA B. RACELIS	- Admin. Officer III/Member, BAC Secretariat
MS. SIMONETTE S. PANGO	- Admin. Asst. II (Clerk IV)/Member, BAC Secretariat
MR. EDGAR Z. RAMOS	- Utility Worker I/Member, BAC Secretariat
MS. AIZA P. NAPOLES	- Admin. Officer 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	- Kiwanis Club of Daet

ABSENT:

MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. DOLORES V. LOARES	- SAO/Member, BAC Secretariat
MS. AMYLYN R. DY	- SAO/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
MR. JOHN ALMAN BALON	- SAO/Member, BAC TWG
ENGR. KING ELISER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
ENGR. MARK WILSON M. TORRES	- Engineer III/Member, BAC TWG
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.

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 of Purchase Request No. 19041162 – Supply and Delivery of One (1) unit 2.5L 4x4 VL 6 MT Vehicle**

Atty. Don H. Culvera inquired if there were prospective bidders for the aforesaid Infrastructure Project 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 Project subject for Pre-bid.

Ms. Donna A. Guevarra, Member, TWG clarified and explained the requirements, terms, and conditions stipulated in the Invitation to Bid for the aforementioned Purchase Request, viz:

1. The purchase of one (1) unit 2.5L 4x4 VL 6 MT Vehicle is funded through the Special Trust Fund 2018 & Special Trust Fund 2016 with the Approved Budget for the Contract of One Million Seven Hundred Thousand Pesos (P1,700,000.00).
2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. The specification of one (1) unit 2.5L 4x4 VL 6 MT Vehicle are the following:

2.5 LiterDDTi, 4-cylinder, DOHC, 16 valve, Diesel Engine
Common Rail Direct Injection (CRDI) Variable Turbocharger (VGS)
18 alloy wheel, roof rails and 360 all around view camera
Independent double wishbone with coil spring and stabilizer
Front suspension and 5-link suspension, shock absorber and
Coil Spring with stabilizer rear suspension
6-speed Manual Drive TRANSMISSION
Dimension: 5,255mm. max. length, 1,850 mm. max height and 1,795 mm width
Ventilated Disc front Brakes and Drum rear
Premium LEATHER Seat Materials with Zero Gravity Seats
Multi-reflector Halogen Headlamps WITH DRL
MONITOR/Tuner/MP3/AUX/Ipod Connectivity

Delivery of Goods is required 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, in Section II Instruction to Bidders.

4. 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.
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. A complete set of Bidding Documents may be acquired by interested bidders on July 2 – July 23, 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.

7. Bids must be duly received by the BAC Secretariat at the address indicated in the ITB on or before July 23, 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.
8. Bid opening shall be on July 23, 2019, 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.

There being no other matters to be discussed the pre-bid conference ends at 2:25 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

Prov'l. Legal Officer/BAC Chairperson