

**BIDS AND AWARDS COMMITTEE**

**MINUTES OF THE MEETING OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON OCTOBER 24, 2018, 2:00 P.M. AT THE BAC OFFICE CONFERENCE ROOM, 2<sup>nd</sup> FLOOR, PROVINCIAL CAPITOL BLDG., DAET, CAMARINES NORTE.**

**PRESENT:**

ATTY. DON H. CULVERA	- Officer in Charge, PLO/BAC Chairperson
MS. MERCEDES M. ALFUERTE, CPA	- Prov'l. Budget Officer/BAC Vice Chairperson
ENGR. SAMSON C. LARGO	- Asst. Provl. Engineer/BAC Member
ENGR. ALMIRANTE A. ABAD	- Provl Agriculturist/Head, BAC Secretariat
MS. MARIE FRANCIS L. CRISOSTOMO	- Admin. Officer V/Member, BAC Secretariat
MS. NANCY U. HERNANDEZ	- A.O. V/Member, BAC Secretariat
MS. AIZA P. NAPOLES	- AO III/Member, BAC Secretariat
MS. GINA B. RACELIS	- AO III/Member, BAC Secretariat
MR. JOHN ALMAN BALON	- Admin Officer III/Member, BAC Secretariat
MS. SIMONETTE S. PANGO	- Admin. Aide VI/Member, BAC Secretariat
MS. VIRGINIA B. PELLEJA	- P.S., PLO/ Member, BAC Secretariat
ENGR. JOHN MARVIL TOBIAS	- Engr. IV/Member, BAC TWG
MS. JOY LOURICE T. RODERNO	- Admin. Asst. II/Member, BAC TWG
MR. URBANO C. LAGRIADA	- Observer, Kiwanis Club
MRS. CLEOFAS O. BALANE	- Observer, Commission on Audit
MS. MA. LOVELLA TAGALA	- Observer, Commission on Audit
ENGR. CARMEN E. ROXAS	- DPWH Cam. Norte Engineering Office
ENGR. CARMELA JOY S. HERNANDEZ	- DPWH Cam. Norte Engineering Office

**ABSENT:**

ENGR. EDEN F. BORJA, Ph.D.	- Provl. Gen. Services Officer/BAC Member
ENGR. LEOPOLDO P. BADIOLA	- Provl. Env. & Nat. Res. Officer/BAC Member
MS. MARIA CRISTINA Z. AREVALO	- SAO/Member, BAC Secretariat
MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. DOLORES V. LOARES	- Admin. Officer III/ Member, BAC Secretariat
ENGR. KING ELISER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
ENGR. SAHLEE T. YANTO	- Engr. IV/Head, BAC TWG
MR. GINO VILLAFRANCA	- Admin. Assist. II/Member, BAC TWG
MS. DONNA A. GUEVARRA	- EMS II/ Member, BAC TWG
MS. JOANNE V. ENRIQUEZ	- P.S./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.

Ms. Marie Francis L. Crisostomo, Member BAC Secretariat made the roll call and informed the Chairperson that three (3) Members of the Bids and Awards Committee were present out of

five members, hence, there was a quorum. Atty. Don H. Culvera acknowledged the presence of Mrs. Cleofas O. Balane and Ms. Ma. Lovella Tagala, COA Representative, Prospective Bidder and Urbano C. Lagrada, Observer from the Kiwanis Club.

Atty. Don H. Culvera, BAC Chairperson inquired if the Notice for today's meeting has been sent to all the members, observer and concerned parties to which the Secretariat positively replied and presented the proof of notice for reference.

### **Pre-Bid Conference for Infrastructure Projects and Purchase Request**

Atty. Don H. Culvera inquired if there were prospective bidders for the following:

- a.1. Construction of Labo-Bakiad-Santa Cruz-Fundado Road, Labo, Camarines Norte
- a.2. Concreting of Calabasa-Pag-asa Road, Labo, Camarines Norte
- a.3. Construction of Evacuation Center (Phase I), Brgy. Malaya, Labo, Cam. Norte
- a.4. Concreting of Kanapawan-Tanauan Road, Labo, Camarines Norte Phase III
- a.5. PR No. 18102204 – 1 Unit 5 KW Transmitter including 1 set FM Transmitter, 150 ft. Transmission Line, 1 set STL RX and TX and 1 pc. Antenna

On the pre-bid conference of three (3) PAMANA Projects, Atty. Culvera informed the body that the DPWH had prepared the Program of Works, hence Engr. Carmen F. Roxas of the DPWH will discuss the same.

For the **Construction of Labo-Bakiad-Santa Cruz-Fundado Road, Labo, Camarines Norte** the amount of the project is P48,999,994.71 and the project description is Concreting of 2,387.55m x 5.00m Road, 192.02m x 1.50m Road (left Lane & 33.68m x 2.50m Road (right lane); Concreting of Shoulder 1.626.02m x 1.0m each side, 192.02m x 1m left side only, 33.68m x 1m right side only and 346.98 x 1.50m each side; Construction of 1 barrel box culvert s=2.40m, li=2.40m, t=0.22, length=7.60m; Construction of 83.23m slope protection each side. Engr. Roxas informed the body that there is already an existing half lane road in left lane, hence the other half lane will be constructed. Atty. Don H. Culvera inquired if the existing halfway road will not be removed to which Engr. Roxas affirmatively replied and variation order during the implementation of the projects is allowed. Atty. Culvera further inquired if geo tagging will still be followed, Engr. Roxas responded that they will adopt the Project Contract and Management Application, survey 123 but if not fully implemented, instead, the contractor is required to submit geo-tagged pictures, before, during and after completion. Mrs. Mercedes M. Alfuente inquired on the testing of materials, Engr. Roxas replied that material testing is required and the LGU will check and verify the result of the test

On the **Concreting of Calabasa-Pag-asa Road, Labo, Camarines Norte, Phase III**, the amount of the project is P19,700,000.00 and the project description is Concreting of 1,252 km. x 5m. PCCP with 1.0m shoulders on both sides, not complicated according to Engr. Roxas unlike the **Concreting of Kanapawan-Tanauan Road, Labo, Camarines Norte**, the amount of the project is P100,000,000.00, for the Road Opening and Concreting of 3,741.74 ln.m. x 4 m PCCP & 170 ln.m. X 2.0m with 1m shoulder on both sides and concreting of 21 ln.m. RCDG Bridge. Engr. Roxas explained that they include the construction of the bridge, since the existing spillway needs to be replaced, as per request of the Barangay Council. She said that they did not conduct the actual soil exploration instead they requested the Barangay Council to conduct excavation, however in the 1.5m approach, they discovered that the putting of the bridge structure excavation is a hard rock. Engr. Samson C. Largo asked if the amount of project will be reduced if exploration will not be done and Engr. Roxas affirmatively replied and she further informed the body that this project will connect the municipality of Labo and Capalonga. Engr. Roxas further explained that the thickness of the project is .2m or 8 inches and for the width, DPWH adopt 5m. and for local roads they adopt what is existing in the area

or for Farm to Market Road 4m. Engr. Almirante A. Abad, Head BAC Secretariat informed the body that the standard of Department of Agriculture is 6 meters width and for right of way is 1m both sides. Mrs. Alfuerte asked regarding the thickness if the standard of DPWH is being used, Engr. Roxas replied that they upgrade it in order that the project will last for longer period. Engr. Largo inquired regarding time extension, Engr. Roxas informed that the LGU will decide in coordination with the DPWH. Atty. Culvera inquired with respect to the funding which Certificate of Availability of Funds (CAF) was already issued, he was informed that under the Memorandum of Agreement, DPWH will download to the LGU the 50% of the Project Cost.

Regarding the **Construction of Evacuation Center, Phase I, Barangay Malaya, Labo, Camarines Norte**, Atty. Culvera inquired if there were prospective bidder, and there is none. Engr. Samson C. Largo informed that the description of the project is construction of 7.00 x 8.00m Evacuation Center and the Appropriation is P1,000,000.00. Atty. Culvera said that after the completion of the project the Provincial Government will execute a Deed of Donation to the Barangay.

For **Purchase Request No. 18102204 – 1 Unit 54KW Transmitter including 1 set FM Transmitter, 150 ft. Transmission Line, 1 set STL, RX and TX and 1 piece Antenna**, Atty. Culvera informed that a Prospective Bidder attended the scheduled pre-bid last October 23, 2018, however there was no quorum. He requested for a copy of the Purchase Request and he informed the body that the source of fund is Special Trust Fund 2018. The BAC clarified the different items stipulated therein and discussed the eligibility requirements and the technical and financial components of the contract to be bid.

Atty. Culvera inquired if the corresponding bid documents are already prepared and he instructed to see to it that copies of the same are ready for all prospective bidders to which the Secretariat affirmatively replied.

There being no other matters to be discussed the meeting was adjourned at 6:30 p.m.

I hereby certify to the correctness of the foregoing:

  
**ENGR. ALMIRANTE A. ABAD**  
Provl Agriculturist/Head, BAC Secretariat

ATTESTED:

  
**ENGR. SAMSON C. LARGO**  
Asst. Prov'l. Engineer/BAC Member

(Absent)  
**ENGR. LEOPOLDO P. BADIOLA**  
Prov'l. Env. & Nat. Res. Officer/BAC Member

(Absent)  
**ENGR. EDEN F. BORJA, Ph.D.**  
Prov'l. General Services Officer/BAC Member

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

  
**ATTY. DON H. CULVERA**  
Officer in Charge, PLO/BAC Chairperson