

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 DECEMBER 1, 2020, 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	- Provincial Budget Officer/BAC Vice Chairperson
ENGR. EDEN F. BORJA, DPM	- Prov'l. General Services Officer/BAC Member
ENGR. LEOPOLDO P. BADIOLA	- Prov'l. Env. & Nat. Res. Officer/BAC Member
ENGR. ALMIRANTE A. ABAD	- Provincial Agriculturist/Head, BAC Secretariat
MS. AMYLYN R. DY	- Acting APT/Member, BAC Secretariat
MS. MARIE FRANCIS L. CRISOSTOMO	- Admin. Officer V/Member, BAC Secretariat
MS. GINA B. RACELIS	- Admin. Officer III/Member, BAC Secretariat
MS. SIMONETTE S. PANGO	- Admin. Asst. II/Member, BAC Secretariat
MS. VIRGINIA B. PELLEJA	- Process Server/ Member, BAC Secretariat
ENGR. SAHLEE T. YANTO	- Engineer IV/Head, TWG
ENGR. KING ELIZER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
MS. AIZA P. NAPOLES	- Admin. Officer III/Member, BAC TWG

OTHER PRESENT:

MR. URBANO C. LAGRIADA	- Observer, Kiwanis Club of Daet
ATTY. MARK EMANN B. MAGAS	- Attorney III, DepEd CN

ABSENT:

ENGR. JOHN MARVIL S. TOBIAS	- Provincial Engineer/BAC Member
MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. DOLORES V. LOARES	- SAO/ Member, BAC Secretariat
MS. MARIA CRISTINA Z. AREVALO	- SAO/Member, BAC Secretariat
MS. NANCY U. HERNANDEZ	- Admin. Officer V/Member, BAC Secretariat
MR. EDGAR Z. RAMOS	- UW1/Member, BAC Secretariat
MR. JOHN ALMAN BALON	- SAO/Member, BAC TWG
ENGR. MARK WILSON M. TORRES	- Engineer 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. 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. The Secretariat recorded the minutes thereof.

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

a.1 Improvement of Covered Court, Brgy. San Francisco, Talisay, Camarines Norte

Atty. Don H. Culvera inquired if there were prospective bidder/s for the aforesaid Infrastructure Project and there was none. Nonetheless, Atty. Culvera 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 Infrastructure Project.

Engr. Yanto clarified and explained the following requirements, terms and conditions stipulated in the Invitation to Bid for Improvement of Covered Court, Brgy. San Francisco, Talisay, Camarines Norte, viz:

1. The Provincial Government of Camarines Norte through the Aid to Barangay CY 2020 intends to apply the sum of One Million Pesos (P1,000,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Improvement of Covered Court, Brgy. San Francisco, Talisay, Camarines Norte, POW #51. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Provincial Government of Camarines Norte now invites bids for the Construction of Elevated Viewing Area (47.60 sq.m.) Completion of Works is required within ninety (90) calendar days. Bidders should have completed 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.
3. 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, otherwise known as the "Government Procurement Reform Act".
4. 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.
5. A complete set of Bidding Documents may be acquired by interested bidders on November 20 – December 15, 2020 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte and from the website of the Philippine Government Electronic Procurement System (PhilGEPS) upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of One Thousand Pesos (P1,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The Provincial Government of Camarines Norte will hold a Pre-bid Conference on December 1, 2020, 2:00 p.m. at Bids and Awards Committee Office, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the address indicated in the ITB on or before December 15, 2020, 1:30 p.m. Late bids shall not be accepted.
8. All bids must be accompanied by a bid security in any of acceptable forms and in the amount stated in ITB Clause 15.
9. Bid opening shall be on December 15, 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 the activity.
10. The Provincial Government of Camarines Norte reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35 and 41 of the revised IRR of RA 9184 without thereby incurring any liability to the affected bidder or bidders.

Engr. Yanto also discussed the following 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 Barangay Road, Brgy. Daculang Bolo, San Lorenzo Ruiz, Camarines Norte

Atty. Don H. Culvera inquired if there were prospective bidder/s for the aforesaid Infrastructure Project and there was none. Nonetheless, Atty. Culvera 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 Infrastructure Project.

Engr. Yanto clarified and explained the following requirements, terms and conditions stipulated in the Invitation to Bid for Construction of Barangay Road, Brgy. Daculang Bolo, San Lorenzo Ruiz, Camarines Norte, viz:

1. The Provincial Government of Camarines Norte through the Aid to Barangay CY 2020 intends to apply the sum of One Million Six Hundred Ninety Seven Thousand Twelve Pesos and 51/100 (P1,697,012.51) being the Approved Budget for the Contract (ABC) to payments under the contract for Construction of Barangay Road, Brgy. Daculang Bolo, San Lorenzo Ruiz, Camarines Norte. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Provincial Government of Camarines Norte now invites bids for the Concreting of (5.0m x 171 x 0.2m) Barangay Road. Completion of Works is required within forty five (45) calendar days. Bidders should have completed 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.
3. 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, otherwise known as the "Government Procurement Reform Act".
4. 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.
5. A complete set of Bidding Documents may be acquired by interested bidders on November 20 – December 15, 2020 at the Bids and Awards Committee, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte and from the website of the Philippine Government Electronic Procurement System (PhilGEPS) 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). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The Provincial Government of Camarines Norte will hold a Pre-bid Conference on December 1, 2020, 2:00 p.m. at Bids and Awards Committee Office, 2nd Floor, Provincial Capitol Building, Daet, Camarines Norte, which shall be open to prospective bidders.
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10. The Provincial Government of Camarines Norte reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35 and 41 of the revised IRR of RA 9184 without thereby incurring any liability to the affected bidder or bidders.

Engr. Yanto also discussed the same eligibility requirements, technical and financial components of the contract to be bid.

She further informed the body that the Bidding Documents of the aforementioned Infrastructure Projects are already uploaded in the PhilGEPS and can be downloaded by the interested bidders.

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:

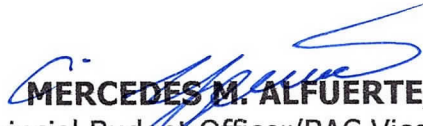

ENGR. ALMIRANTE A. ABAD
Provincial Agriculturist/Head, Secretariat

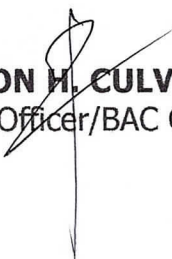
ATTESTED:

(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


ATTY. DON H. CULVERA
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