



Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE
BIDS AND AWARDS COMMITTEE



CALL TO ORDER	<ol style="list-style-type: none">1. The scheduled Pre-bid Conference started at 9:13 AM.2. The PMOIC acknowledged the presence of attendees.3. Engr. Hoshina presented the Invitation to Observers however none of the observers confirmed attendance.4. Having established the required quorum, the Chairperson instructed Engr. Hoshina to proceed with the presentation of general requirements in government procurement.
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DISCUSSION

BID DOCUMENTS

INVITATION TO BID	<p>The PMOIC informed the Committee that the schedule of activities stated in the bidding documents is incorrect. He inadvertently failed to click the “post” button during the posting of the Invitation to Bid (ITB) and remained “in-preparation” status, however, he clarified that he managed to fix the details of the date when he reposted the same during the next day. He then asked the Committee if a bid bulletin has to be issued to clarify the matter.</p> <p>The Regular Member asked the PMOIC if the schedule reflected in the Notice to Observers is the correct one.</p> <p>The PMOIC stated that the Invitation to Observers bears the correct date.</p> <p>In conclusion, the Chairperson instructed the PMOIC to issue a Bid Bulletin correcting the dates of the Prebid Conference and the last day of submission of the written clarification.</p>
INSTRUCTIONS TO BIDDERS	<p>One of the prospective bidders wanted to clarify if failure to follow the suggested sequencing of documents during the submission of bids is a ground for disqualification.</p> <p>Engr. Hoshina explained that it is just a suggested order of documents and will not be a ground for disqualification. So long as the required documents are complete is acceptable.</p>



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BID DATA SHEET

The PMOIC explained that Class A documents need not be submitted during the Opening of Bids provided that they submit a valid and current PhilGEPS Registration Certificate with the updated documents enumerated in the attached Annex A. If, any of the Class A documents has expired, a certified true copy of that document, duly signed by their authorized representative must be attached therewith. Should the bidder opted to submit the eligibility documents in lieu of the PhilGEPS Registration Certificate, the bidder shall submit a valid PhilGEPS Registration Certificate as part of post-qualification documents.

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BDS Clause 12.1 (a) (ii)
Page 40

xxx

1. Duly signed Statement of all Ongoing Government & Private Construction Contracts including contracts awarded but not yet started.

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A contractor asked for the list of proof of on-going contracts that can be considered during the Opening of Bids.

The PMOIC stated that as explained under BDS Clause 28.2 of the Bidding Document the proof of on-going contract shall include the following, to wit: 1.) Notice to Proceed; and 2.) Certificate of accomplishments signed by the Owner or Owner's Project Engineer. If the project was just awarded or still in the mobilization stage, a certification in lieu of the certificate of accomplishment signed by the Owner or Owner's Project Engineer should be submitted.

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BDS Clause 12.1 (b)(ii.3)
Page 40-41

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For the list of minimum major equipment required for the project, the PMOIC explained that bidder may pledge any number of units for the DUMP TRUCK as long as it complies with the minimum required total capacity of twenty (20) cubic meter.

BDS Clause 13.1 (b)
Page 41

xxx

1. Bid Prices in the bill of quantities in the prescribed form.

2. Detailed estimates (In the unit price analysis, VAT shall be 12% of the sum of Direct Costs & Total Mark-Up) including a summary sheet indicating the unit prices of construction materials, labor rates and equipment rentals OWNED/LEASED used in coming up with the bid, and

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The PMOIC informed the prospective bidders that soft copy of the prescribed forms can be requested from him.

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BDS Clause 18.1
Page 41

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1. The amount of Three Million Two Hundred Sixty Seven Thousand Three Hundred Seventy Four Pesos and 84/100 (P 3,267,374.84), if bid security is in form of cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;

2. The amount of Eight Million One Hundred Sixty Eight Thousand Four Hundred Thirty Seven Pesos and 9/100 (P 8,168,437.09), if bid



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	<p>security is in form of Surety Bond;</p> <p>xxx</p> <p>Furthermore, the PMOIC reminded the prospective bidders that the amount of the bid security has to be the minimum amount required for the Bid Security. He stated that inaccuracy of the amount in the bid security can be a cause for disqualification. He further clarified that the bid security must be payable to the Bureau of Quarantine, the Procuring Entity for this public bidding.</p>
<p>GENERAL CONDITIONS OF CONTRACT</p>	<p>NO DISCUSSION</p>
<p>SPECIAL CONDITIONS OF THE CONTRACT</p>	<p>Mr. Caluag of CB Garay wanted to clarify if the Materials Engineer II nominated in the Construction of Isolation/Holding Area Facility Phase I can also be nominated for Phase II since the provision under DPWH Department Order states that the Materials Engineer II can handle 150 million and above projects.</p> <p>The PMOIC clarified that the key personnel pledged to the Construction of Isolation/Holding Area Facility Phase I cannot be nominated to other projects including the project at hand, as stated in SCC Clause 6.5 of the bidding document.</p> <p>Mr. Caluag asked the same, if the equipment pledged in the Construction of Isolation/Holding Area Facility Phase I can also be pledged for Phase II since the site is too narrow for the two (2) sets of the required equipments.</p> <p>The consultant responded that under BDS Clause 12.1(b)(ii.3) of the Bidding Document states that: "<i>Equipment pledge to this project shall not be pledge to another construction project, if the same will affect the completion time. However such equipment will be acceptable provided that it will not coincide with another construction project schedule.</i>"</p> <p>The Chairperson explained that this provision applies to the bidder who won for the construction of Phase I since the same has different performance schedule from that of the Phase II. Nevertheless for other bidders they still need to submit a certification assuring that the equipment which will be used is not pledge to another project. Nonetheless, she instructed the PMOIC to issue a bid bulletin</p>



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	<p>clarifying the matter.</p> <p>Moreover, the Chairperson reminded the prospective bidders to take note of the amount of the advance payment and the amount to be withheld for failure to submit the "As Built" drawings as required in the Special Conditions of the Contract of the Bidding Document.</p>
SCHEDULE OF REQUIREMENTS	NO HIGHLIGHT
TECHNICAL SPECIFICATIONS	NO QUESTIONS FROM PROSPECTIVE BIDDERS
BID FORMS	<p>The PMOIC reminded the prospective bidders that it is imperative for them to classify the identification used in the notarization. He stated that failure to comply with this requirement will render their bid proposal as ineligible.</p>

OTHER MATTERS	NO DISCUSSION
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:15 PM
CERTIFICATION	We certify that the foregoing is the true account of Pre-bid Conference conducted on January 24, 2019.
PREPARED BY	<p>(Sgd.) MS. ROSEMARIE N. ANDULAN BAC SECRETARIAT</p>



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CERTIFIED CORRECT

(Sgd.)

ENGR. NICOLE JOHN D. CABUEÑOS
PMOIC, Bids and Awards Committee V

(Sgd.)

ATTY. MICHELLE ANNE B. RECTO
Regular Member, Bids and Awards Committee V

(Sgd.)

MS. TERESITA J. DELA CRUZ
Chairperson, Bids and Awards Committee V