



MINUTES OF MEETING

May 26, 2019 1:30 PM Conference Room C

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE V
TYPE OF MEETING	Pre-bid Conference
PROJECT	Design, Build, and Commissioning of Medical Grade Oxygen Generating Plant for the Western Visayas Medical Center
REFERENCE NO.	PB No. 20-012-5
ATTENDEES	<p>Bids and Awards Committee V</p> <p>Mr. Webster M. Laureñana Chairperson Mr. Jack G. Mercado Vice Chairperson Engr. Nicole John D. Cabueños Provisional Member</p> <p>Prospective Bidders</p> <p>Jerameel V. Alvez Medicotek Leomar Tarrazona Medicotek Gerald Ablaza Lyro Construction Richard Cruz Lyro Construction</p>
CALL TO ORDER	<ol style="list-style-type: none"> 1. The scheduled Pre-bid Conference started at 1:31 PM with the Chairperson presiding. He then instructed the Engr. Cabueños to acknowledge the presence of the attendees. 2. Engr. Cabueños, likewise, presented the Invitation to Observers however none confirmed attendance. 3. Having established the required quorum, the Chairperson asked Engr. Cabueños to proceed with the presentation of general requirements in government procurement.

DISCUSSION

BID DOCUMENTS

<p>INVITATION TO BID</p>	<p>ITB 2</p> <p>xxx</p> <p>Bidders should have completed a contract similar to the Project equivalent to at least fifty (50%) of the ABC.</p> <p>xxx</p> <p>One of the prospective bidders asked if the construction of hospital can be considered as a contract similar to the project.</p> <p>The Chairperson emphasized that the definition of similar contract for this project shall refer to any contract in construction and commissioning of medical facilities. He stated that later in the meeting, the percentage between the civil works and the goods in this project will be discussed. The construction of hospital can be considered as part of the civil works. However, the similar contract must likewise include installation of medical equipment.</p> <p>In this regard, the Chairperson advised the prospective bidder to re-visit their previous contract whether it includes commissioning of medical facility.</p> <p>Thereafter, the PMOIC explained that should there be any more clarification as to any part of the bidding document; the prospective bidders can still submit their written clarification and answers thereto may reflect during the issuance of the bid bulletin.</p>
<p>INSTRUCTIONS TO BIDDERS</p>	<p>The Vice Chairperson emphasized that the required organizational chart pertains to the diagram that will show the structure of the personnel that will work for the project.</p>
<p>BID DATA SHEET</p>	<p>The Chairperson reminded the prospective bidders that a site inspection is required to be conducted in the project site.</p> <p>A contractor inquired on how will the site inspection be conducted considering the current situation where most part of the country is under the Enhanced Community Quarantine (ECQ).</p>
<p>BID DATA SHEET</p>	<p>The Chairperson requested to put this concern in writing for it to be official and in record. The same will be discussed to the End-User for their consideration.</p> <p>xxx</p> <p>A prospective bidder wanted to clarify the range of the Small B classification of the PCAB License with or without experience.</p>

	<p>The PMOIC clarified that based on the Approved Budget for the Contract (ABC) the project is still covered in the range of without experience.</p> <p>Furthermore, the PMOIC manifested that if their license is in category Small A and Small B, requirement for the SLCC is waived by PCAB. However, if their license falls under the category of Medium A and up, SLCC is necessary.</p>															
GENERAL CONDITIONS OF CONTRACT	NO DISCUSSION															
SPECIAL CONDITIONS OF THE CONTRACT	NO DISCUSSION															
SCHEDULE OF REQUIREMENTS	NO DISCUSSION															
TECHNICAL SPECIFICATIONS	<p>One of the prospective bidders wished to correct one of the terms used in the Detailed Technical Specification, the dioxide in the term used for the electro mechanical analyzer which must be nitrogen dioxide.</p> <p>The Chairperson acknowledged the observation of the prospective bidder. However, he pointed out that the CO₂ is present therein; hence, the term must be carbon dioxide.</p> <p>Moreover, the same prospective bidder asked if an electro-chemical analyzer can be considered. She added that one of the advantages of using chemical based is that it is more sensitive, thus, offers a more reliable result.</p> <p>The Chairperson requested the prospective bidder to write a letter discussing the advantages of using an electro chemical analyzer. The same will be endorsed to the End-User for their review and consideration.</p>															
	Annex A Bid Form Page 90															
	XXX															
BID FORMS	<table border="1"> <thead> <tr> <th>Item No.</th> <th>Qty/UOM</th> <th>Item / Description</th> <th colspan="2">Cost Breakdown</th> </tr> </thead> <tbody> <tr> <td rowspan="2">1</td> <td rowspan="2">1 Lot</td> <td rowspan="2"><i>Design, Build and Commissioning of Medical Grade Oxygen Generating Plant</i></td> <td>Construction</td> <td>P</td> </tr> <tr> <td>Equipment</td> <td>P</td> </tr> </tbody> </table>				Item No.	Qty/UOM	Item / Description	Cost Breakdown		1	1 Lot	<i>Design, Build and Commissioning of Medical Grade Oxygen Generating Plant</i>	Construction	P	Equipment	P
Item No.	Qty/UOM	Item / Description	Cost Breakdown													
1	1 Lot	<i>Design, Build and Commissioning of Medical Grade Oxygen Generating Plant</i>	Construction	P												
			Equipment	P												

Total Price: P

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The Chairperson advised the PMOIC to include separately the Design in the Cost Breakdown since it is also a part of the payment as deliverables.

The PMOIC acknowledged the same for revision and inclusion in the bid bulletin.

Moreover, the Chairperson clarified that the bid form must only reflect the discounted price.

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Furthermore, the PMOIC manifested that the work experience of each personnel must be reflected in their curriculum vitae.

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The PMOIC stated that in case there will be no equipment required, the form for the List of Equipment must still be submitted marking it with "Not Applicable or N/A" and signed by the authorized representative.

One of the contractors wanted to know if they can purchase the bidding document on the day of the opening of bid.

The Chairperson answered that they should purchase the bidding document prior to the scheduled opening of bid.

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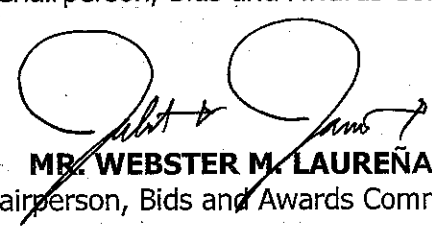
A prospective bidder likewise inquired if a Special Power of Attorney (SPA) is required in case the sole proprietor himself will represent the company.

The PMOIC answered in the affirmative.

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For the Bill of Quantities (BOQ), the PMOIC reminded the prospective bidders to include the price of every item therein. Failure to do so is a ground for the disqualification of their bid. He likewise asked them to incorporate in the BOQ the name and signature of the authorized representative.

OTHER MATTERS

ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 3:00 PM
CERTIFICATION	We certify that the foregoing is the true account of Pre-bid Conference conducted on May 26, 2019.
PREPARED BY	 MS. ROSEMARIE N. ANDULAN BAC SECRETARIAT
CERTIFIED CORRECT	 ENGR. NICOLE JOHN D. CABUEÑOS PMOIC, Bids and Awards Committee V  MR. JACK G. MERCADO Vice Chairperson, Bids and Awards Committee V  MR. WEBSTER M. LAUREÑANA Chairperson, Bids and Awards Committee V