



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



MINUTES OF MEETING

Date: Thursday, 9 August 2018	Time: 10:00AM	Venue: PS, Conference B
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MEETING CALLED BY	Procurement Division VIII (PD VIII)
TYPE OF MEETING	Pre-Bid Conference
PROJECT	Design and Build for the Renovation of Pototan Mental Health Unit for the Western Visayas Medical Center under PB No. 18-218-8
ATTENDEES	<p>Bids and Awards Committee VIII</p> <p>Joseph P. Balagtas Vice-Chairperson Atty. Michelle Anne B. Recto Regular Member Jose Rafael M. Magno Provisional Member (PMO-in-Charge)</p> <p>Procurement Service</p> <p>Paul Armand A. Estrada PD8, Technical Working Group</p> <p>Prospective Contractors</p> <p>Cesar Cunanan First Maker Construction Melvin Goloso First Maker Construction</p>
CALL TO ORDER	The scheduled activity started at 10:15am presided by the Vice-Chairperson.
INVITATION TO OBSERVERS	After having established the required quorum to conduct the pre-bid conference, the Secretariat presented the invitation to observers in compliance to R.A. 9184.

DISCUSSIONS

1. Bid Documents

BDS Clause 5.4 (b)

The BAC asked if the prospective contractor can meet the single largest completed contract as required under BDS Clause 5.4(b).

BID DATA SHEET

- The prospective contractor manifested that it cannot meet the requirement and requested to allow submission of aggregated contracts.
- The Committee took note of the request and stated that the same shall be for further discussion.

BDS Clause 12.1(b)(ii.2)

The prospective contractor inquired if they can assign the same personnel in the design portion and in the construction portion of the contract.

- The BAC answered in the affirmative and stated that the prospective contractor may assign the same personnel in the design portion and in the construction portion of the contract. However, the same is for confirmation of the end-user agency.

BDS Clause 12.1(b)(ii.2)

The prospective contractor inquired if the Timekeeper and Warehousemen need to provide TESDA certificate for skilled workers. The prospective contractor further stated that there is no TESDA certification for the said personnel.

- The BAC took note of the manifestation and stated that the same shall be referred to the end-user agency.

BDS Clause 12.1(b)(iii.3)

The BAC agreed to delete the requirement of *Tower Crane* among the minimum major equipment requirements. The BAC explained that the project is only a 2-storey building and shall not require the use of a tower crane.

The BAC requested the end-user agency to amend the milestone payment schedule. In addition, the BAC also requested the prospective contractor to send its suggestions which shall then be considered by the end-user agency in its preparation.

BID DATA SHEET

MILESTONE PAYMENT SCHEDULE

III. OTHER MATTERS

OCULAR INSPECTION

The prospective contractor manifested that, after conducting the ocular inspection, they saw that the ABC for the project is not enough for its scope. The prospective contractor stated that there are things that were not even included in the BOQ, such as the septic tanks. Further, the prospective contractor stated that they will submit a letter to withdraw intent to participate on or before the deadline of submission of bids.

- The BAC took note of the manifestation and requested to put their concerns into writing and that the same shall be forwarded to the end-user agency.

BILL OF QUANTITIES

The BAC agreed to amend the Bill of Quantities form, reflecting the estimated quantities of the items therein. The same shall be included in the Supplemental Bid Bulletin to be issued.

The Vice-Chairperson stated that a kick-off meeting shall be held once the contract has been awarded. The attendees shall be representatives from the Accounting Division, Inspection Division and the BAC VIII.

CERTIFICATION

We certify that the foregoing is true account of Pre-Bid Conference conducted on 9 August 2018.

ADJOURNMENT

Having no other matters for discussion, the meeting was adjourned at 12:00pm.

PREPARED BY


PAUL ARMAND ALESTRADA
Technical Working Group


JOSE RAFAEL M. MAGNO
Provisional Member, PMO-in-Charge

REVIEWED BY


ATTY. MICHELLE ANNE B. RECTO
Regular Member

NOTED BY


JOSEPH P. BALAGTAS
Vice-Chairperson