



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



MINUTES OF MEETING

Tuesday, September 4, 2018 10:00 AM TWG ROOM

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE IX
TYPE OF MEETING	Prebid Conference
PROJECT	Construction of Four-Storey Office Building (Phase 2) for the Department of Environment and Natural Resources Region-4A
REFERENCE NO.	PB – 18-260-9
ATTENDEES	<p>Bids and Awards Committee IX</p> <p>Ms. Dalisay Conrina P. Dela Chica Chairperson Ms. Leah Nimfa M. Valdez Vice-Chairman ARD. Nelson V. Gorospe Ad-Hoc Member Engr. Jose L. Saluna, Jr. Provisional Member</p> <p>Procurement Division IX</p> <p>Mr. James F. Gabilo PDIX Mr. Vincent Joseph D. Disu Secretariat Mr. Rojim RJ C. Espere Secretariat</p> <p>Other Attendees:</p> <p>Prospective Bidder/s:</p> <p>Mr. Christopher Contreras JADEROCK BUILDERS</p>
CALL TO ORDER	1. The scheduled Prebid Conference started at 10:35 AM with the Chairperson presiding.

	<p>2. The Secretariat acknowledged the presence of the attendees.</p> <p>3. Having established the required quorum.</p> <p>4. The Secretariat presented the invitation for Observers, however, none of them attended.</p> <p>5. The Secretariat discussed the General Requirements (Technical and Financial Document for the Infrastructure Project.</p>
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DISCUSSION

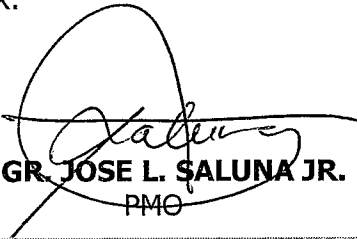


I. BID DOCUMENTS	
<p>DOCUMENTATIONS</p>	<p>The following documents were presented before the committee:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Agency Procurement <ul style="list-style-type: none"> • No Discussion. <input type="checkbox"/> Annual Procurement Plan <ul style="list-style-type: none"> • No Discussion. <input checked="" type="checkbox"/> Technical Specifications / ToR <ul style="list-style-type: none"> • PRESENTED <input type="checkbox"/> Authority to Purchase Vehicle (if applicable) <ul style="list-style-type: none"> • No discussion. <input type="checkbox"/> Nomination of Representative from End-User Agency <ul style="list-style-type: none"> • No Discussion <input type="checkbox"/> Memorandum of Agreement <ul style="list-style-type: none"> • No Discussion <input type="checkbox"/> Memorandum-Request for Preprocurement <ul style="list-style-type: none"> • No Discussion <input type="checkbox"/> Price Monitoring Report <ul style="list-style-type: none"> • No discussion <input type="checkbox"/> Certificate of Due <ul style="list-style-type: none"> • No discussion <input type="checkbox"/> Draft Bidding Documents <ul style="list-style-type: none"> • No discussion <input type="checkbox"/> Reply Action Document, if any <ul style="list-style-type: none"> No discussion.
<p>INSTRUCTIONS TO BIDDERS</p>	

	Qty	Item / Description	Approved Budget for the contract	Delivery Period
	1 Lot	Construction of Four–Storey Office Building (Phase 2) for the Department of Environment and Natural Resources Region-4A.	₱ 7,183,149.00	The Intended Completion Date is within Sixty (60) Calendar Days from receipt of NTP.
BID DATA SHEET	<ul style="list-style-type: none"> • BDS Clause 5.4 <ul style="list-style-type: none"> ➢ For this purpose, similar contracts shall refer to: Any contract in Construction of Building with a contract amount of at least 50% of the ABC and Pursuant to <i>Annex "G" Section 9.2 ii b) of the RIRR of RA9184,</i> <p style="margin-left: 40px;">Adjusted contract price must be supported by the bidder's computation.</p> • BDS Clause 12.1 (a) (iii) <ul style="list-style-type: none"> ➢ Valid and Updated PCAB Licence: Medium A (General Building) 			
GENERAL CONDITIONS OF THE CONTRACT	<ul style="list-style-type: none"> • There were no Discussions/Amendments made; and no further instructions were made by the BAC. 			
SPECIAL CONDITIONS OF THE CONTRACT	<ul style="list-style-type: none"> • There were no Discussions/Amendments made; and no further instructions were made by the BAC. 			
TERMS OF REFERENCE	<p>Construction Key Personnel:</p> <ol style="list-style-type: none"> 1. (1) Project Manager: Registered Architect or Civil Engineer with minimum 5 years experience of managerial capability through directing, managing and supervising construction of buildings. 2. (1) Resident Engineer: Registered Civil Engineer with minimum 3 years experience in managing flow of engineering works during construction of buildings and similar facilities. 3. (1) Registered Mechanical Engineer with minimum 3 years experience in 			

	<p>installation of Mechanical systems particularly HVAC and Fire Protection.</p> <ol style="list-style-type: none"> 4. (1) Registered Electrical Engineer with minimum 3 years experience in installation of power distribution systems for buildings. 5. (1) Safety Officer (with Construction Occupational Safety and Health Training): with at least 3 years of experience. <p>➤ Time Frame 60 calendar day for Completion</p>
DRAWINGS	"Attached"
BILL OF QUANTITIES	<ul style="list-style-type: none"> • There were no Discussions/Amendments made; and no further instructions were made by the BAC.
BIDDING FORMS	<ul style="list-style-type: none"> • There were no Discussions/Amendments made; and no further instructions were made by the BAC.

II. TIMELINE	
POSTING IN PHILGEPS	-
PREBID CONFERENCE	-
POSTING OF BID BULLETIN	September 11, 2018
DEADLINE FOR SUBMISSION AND OPENING OF BIDS	September 18, 2018; 10:00 A.M

III. OTHER DISCUSSIONS	
OTHER MATTERS	<ul style="list-style-type: none"> • The JADEROCK BUILDERS clarified that their PCAB license is Medium B (General Building), the PCAB license under BDS clause 12.1 (a) (iii) is Medium A (General Building). • The Chairperson noted the query and to be clarified in the PCAB Categorization. • The PMO-In-Charge explained each documents needed to be submitted during the submission of bids. The PMO-In-Charge gives pointers in accomplishing each document/requirement to the bidders to be able for them in aiding/come up with a responsive submission.

	<ul style="list-style-type: none"> The BAC reiterated to the prospective bidders that the last day of submission of written clarification is on September 08, 2018, and the last day of issuance of bid bulletin is on September 11, 2018, and the submission and opening of bids' is on September 18, 2018 at 10:00 AM.
ATTACHMENTS	"No Attachment"
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:45 AM
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on Tuesday, September 4, 2018.
PREPARED BY	<p>The Procurement Division IX:</p>  <p>ENGR. JOSE L. SALUNA JR. PMO</p>
CERTIFIED CORRECT	 <p>MS. LEAH NIMFA M. VALDEZ Vice Chairperson, Bids and Awards Committee IX</p>  <p>MS. DALISAY CONRINA P. DELA CHICA Chairperson, Bids and Awards Committee IX</p>