



<b>CALL TO ORDER</b>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Prebid Conference</b> started at <b>10:35 AM</b> with the Chairperson presiding.</li> <li>2. The Secretariat acknowledged the presence of the attendees.</li> <li>3. Having established the required quorum.</li> <li>4. The Secretariat presented the invitation for Observers, however, none of them attended.</li> <li>5. The Secretariat discussed the General Requirements (Technical and Financial Document for the Infrastructure Project.</li> </ol>
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**DISCUSSION**

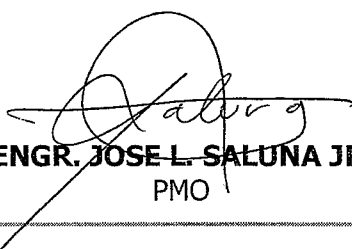
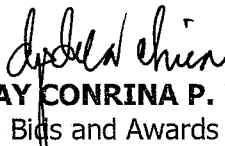
I. BID DOCUMENTS	
<b>DOCUMENTATIONS</b>	<p>The following documents were presented before the committee:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Agency Procurement <ul style="list-style-type: none"> <li>• No Discussion.</li> </ul> </li> <li><input type="checkbox"/> Annual Procurement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

<b>INSTRUCTIONS TO BIDDERS</b>	<b>Qty</b>	<b>Item / Description</b>	<b>Approved Budget for the contract</b>	<b>Delivery Period</b>
	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 <b>Intended Completion Date</b> is within Sixty (60) Calendar Days from receipt of NTP.
<b>BID DATA SHEET</b>	<ul style="list-style-type: none"> <li>• BDS Clause 5.4 <ul style="list-style-type: none"> <li>➤ 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></li> </ul> </li> </ul> <p>Adjusted contract price must be supported by the bidder's computation.</p>			
<b>GENERAL CONDITIONS OF THE CONTRACT</b>	<ul style="list-style-type: none"> <li>• There were no Discussions/Amendments made; and no further instructions were made by the BAC.</li> </ul>			
<b>SPECIAL CONDITIONS OF THE CONTRACT</b>	<ul style="list-style-type: none"> <li>• There were no Discussions/Amendments made; and no further instructions were made by the BAC.</li> </ul>			
<b>TERMS OF REFERENCE</b>	<p>Construction Key Personnel:</p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>3. (1) Registered Mechanical Engineer with minimum 3 years experience in installation of Mechanical systems particularly HVAC and Fire Protection.</li> <li>4. (1) Registered Electrical Engineer with minimum 3 years experience in installation of power distribution systems for buildings.</li> </ol>			

	<p>5. (1) Safety Officer (with Construction Occupational Safety and Health Training): with at least 3 years of experience.</p> <p>➤ Time Frame 60 calendar day for Completion</p>
DRAWINGS	"Attached"
BILL OF QUANTITIES	<ul style="list-style-type: none"> <li>There were no Discussions/Amendments made; and no further instructions were made by the BAC.</li> </ul>
BIDDING FORMS	<ul style="list-style-type: none"> <li>There were no Discussions/Amendments made; and no further instructions were made by the BAC.</li> </ul>

II. TIMELINE	
POSTING IN PHILGEPS	-
PREBID CONFERENCE	August 10, 2018; 10:00 A.M
POSTING OF BID BULLETIN	August 17, 2018
DEADLINE FOR SUBMISSION AND OPENING OF BIDS	August 24, 2018; 10:00 A.M

III. OTHER DISCUSSIONS	
OTHER MATTERS	<ul style="list-style-type: none"> <li>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.</li> <li>The BAC reiterated to the prospective bidders that the last day of submission of written clarification is on August 14, 2018, and the last day of issuance of bid bulletin is on August 17, 2018, and the submission and opening of bids' is on August 24, 2018 at 10:00 AM.</li> </ul>
ATTACHMENTS	"No Attachment"
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at <b>11:45 AM</b> .

<b>CERTIFICATION</b>	We certify that the foregoing is true account of <b>Prebid Conference</b> conducted on Friday, August 10, 2018.
<b>PREPARED BY</b>	The Procurement Division IX:   <b>ENGR. JOSE L. SALUNA JR.</b> PMO
<b>CERTIFIED CORRECT</b>	 <b>MS. DALISAY CONTRINA P. DELA CHICA</b> Chairperson, Bids and Awards Committee IX