



MINUTES OF MEETING

Thursday, July 25, 2019 4:30 PM CONFERENCE C

MEETING CALLED BY	PROCUREMENT SERVICE – INTERNAL BIDS AND AWARDS COMMITTEE
TYPE OF MEETING	Prebid Conference
PROJECT	PRE-BID: REHABILITATION OF WAREHOUSES AND COVERED DRIVEWAYS ROOFS FOR THE PROCUREMENT SERVICE
REFERENCE NO.	PB 002-2019
ATTENDEES	<p>INTERNAL BIDS AND AWARDS COMMITTEE (IBAC)</p> <p>DIR. ROSA MARIA M. CLEMENTE Chairperson</p> <p>Mary Ann Penafior Member</p> <p>Mark Huertas Member</p> <p>Engr. Edgar Allan Rocha TWG Head</p> <p>Atty. Mary Geanellie Cabrera Legal Representative</p> <p>Ms. Abigail Ann O. Alicdan Secretariat</p> <p>Ms. Mary Willen DJ. Renomeron Secretariat</p> <p>Mr. Mark Joben Nieva Secretariat</p> <p>Mr. Reygienald Nacario Secretariat</p> <p>End-users</p> <p>Catherine Mirabel PS-DBM (WALD)</p> <p>Joemar Mercado PS-DBM (WALD)</p>

CALL TO ORDER	<ol style="list-style-type: none"> 1. The scheduled Prebid Conference started at 4:30 PM with the Chairperson presiding. 2. The Chairperson acknowledged the presence of the attendees. 3. Having established the required quorum, to conduct the opening of the bid proposals, the Secretariat presented the invitation to observers in compliance to R.A. 9184.

DISCUSSION

1. BID DOCUMENTS

INSTRUCTIONS TO BIDDERS	NO DISCUSSION
BID DATA SHEET	<p>Section III Clause 12.1(a)(i)</p> <p>XXX</p> <p>Notwithstanding the above requirements, the bidder may opt to submit the following eligibility documents in lieu of the submission of the PhilGEPS Certificate of Registration (Platinum Membership):</p> <ol style="list-style-type: none"> a. Business Registration; b. 2019 Mayor's Permit; c. 2017 Audited Financial Statement; d. Valid and current Tax Clearance; <p>12.I (a)(iii)</p> <ul style="list-style-type: none"> - The supplier clarified if the license category will fall on what range and license Category the project will fall. <p><i>Engr. Rocha stated that it will fall to Small B size range and to license category C&D but it will also park this question and discuss with the BAC and a supplemental bid bulletin will be posted.</i></p> <p>XXX</p> <ul style="list-style-type: none"> - One of the suppliers asked about the Certificate of Completion. - <i>Engr. Rocha stated that only listing will be required in the opening of bids and the evidence should be submitted during post-qualification.</i> - Dir. Clemente stated that there should be an "Annex K" wherein all the equipment to be used (i.e. backhoe, scaffoldings) by the supplier will be listed/declared. In the absence of the "Annex K" the bid will be subject for disqualification. The iBAC is not requiring a specific equipment but only the list of the equipment to be used. - One of the suppliers asked about the safety requirements. They raised if

	<p>the Construction Occupational Safety and Health (C.O.S.H.) is one of the requirements instead of DOLE's Safety Certificate.</p> <ul style="list-style-type: none"> - <i>Engr. Rocha stated that this matter will be discussed with the IBAC and will issue a supplemental bid bulletin, if necessary.</i> - Schedule of payments was presented by Engr. Rocha. - One of the suppliers clarified if the Cash flow is the proposed schedule of payment by the supplier. Also, the other supplier added that their usual cash flow has the schedule of payments. - <i>The IBAC stated that this will be clarified using a supplemental bid.</i> - The supplier clarified their issue with the single largest contract wherein per <i>Engr. Rocha, the requirement of the end-user is similar to General Building Constructions.</i> - One of the suppliers explained that in 2018, payments are made manually. - <i>Engr. Rocha stated that it is ok to submit proof of manual payment as long as it is stamped with "Received".</i> - The due date of submission of the bids is by August 5, 2019 at 3:00PM. - DOLE Program was asked by the supplier. - <i>Engr. Rocha said that it is the usual safety program that the suppliers submit (included with the TOR).</i> - One of the suppliers asked if they need to inform the end-user if the warehouse is needed to be evacuated upon the start of repair. The end user stated that they have provided schedules of which warehouse is to be repaired accordingly and they will have the initiative to evacuate the warehouse base from the proposed schedule. - Extension of the Service delivery (originally 90 days) was raised by the supplier. - <i>Engr. Rocha answered that it is subject for extension but it should be documented and monitoring should be provided.</i> - One of the suppliers proposed the Capping (possible change order) and/or water proofing of the wall.
GENERAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SPECIAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SCHEDULE OF REQUIREMENTS	NO DISCUSSION
TECHNICAL SPECIFICATIONS	NO DISCUSSION
TERMS OF REFERENCE	<ul style="list-style-type: none"> - Engr. Rocha stated that the inside gutter (stainless) will be part of the supplemental bid bulletin. - Working hours and days will be for discussion of IBAC.

BIDDING FORMS	
OTHER MATTERS	- The last day of submission of written clarification is by July 25, 2019 at 5:00PM.
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 5:30 PM
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on Tuesday, July 23, 2019.
PREPARED BY	<p style="text-align: center;">SGD. REYGIENALD L. NACARIO Secretariat</p> <p style="text-align: center;">SGD. ABIGAIL ANN O. ALICDAN Secretariat</p>
CERTIFIED CORRECT	<p style="text-align: center;">SGD. DIR. ROSA MARIA M. CLEMENTE Chairperson</p>