

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



MINUTES OF MEETING

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1:30 PM

CONFERENCE ROOM A

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE IX		
TYPE OF MEETING	Prebid Conference		
PROJECT	Design and Build of the Renovation and Rehabilitation of the 5th Floor of the Sandiganbayan Centennial Building		
REFERENCE NO.	PB — 19-048-9		
	Bids and Awards Committee IX		
	Ms. Dalisay Conrina P. Dela Chica Atty. Ronald John Decano Engr. Jose L. Saluna, Jr.	Chairperson Ad-Hoc Member Provisional Member	
	Procurement Division IX		
ATTENDEES	Mr. Vincent Joseph D. Disu	Secretariat	
	Other Attendees:		
	Engr. Susan Agron		
	Prospective Bidder/s:		
	Mr. Lito Dio. Mr. Alan Gatpolintan	NA Ibarra Construction New Profile	
1. The scheduled Prebid Conference started at 1:30 PM w Chairperson presiding.		started at 1:30 PM with the	
2. The Secretariat acknowledged the presence of the attendees.			

1 of 6 | Page

PREBID CONFERENCE
Public Bidding No. 19-048-9

of the RENOVATION AND REHABILITATION OF THE 5TH FLOOR OF THE S



- 3. Having established the required quorum.
- 4. The Secretariat presented the invitation for Observers, however, none of them attended.
- 5. The Secretariat discussed the General Requirements (Technical and Financial Document for the Infrastructure Project.

DISCUSSION

I. BID DOCUMENTS	TL - 6-	ng di kanggaran di kangga Sa Sa S		
	The following documents were presented before the committee:			
	☐ Agency Procurement			
		 No Discussion. 		
	ĵ.	Annual Procurement Pla	n	
		 No Discussion. 		
	Ē	Technical Specifications	/ ToR	
		 PRESENTED 		
	Ī	Authority to Purchase V	ehicle (if applicable)	
		 No discussion. 		
	Ī	Nomination of Represer	tative from End-User	Agency
		 No Discussion 	•	
DOCUMENTATIONS	Ī	Memorandum of Agree	ment	
		 No Discussion 		
	☐ Memorandum-Request for Preprocurment			
	No Discussion			
	☐ Price Monitoring Report			
	 No discussion 			
	Certificate of Due			
	No discussion			
1, 1	☐ Draft Bidding Documents			
	No discussion			
	Reply Action Document, if any			
		No discussion.		
INSTRUCTIONS TO	Qty	Item / Description	Approved Budget for the contract	Delivery Period
BIDDERS				
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	1 Lot DESIGN AND E of the RENOVA REHABILITATIO 5 TH FLOOR OF SANDIGANBA CENTENNIAL E	ATION AND ON OF THE THE YAN),550,819.00	The Intended Completion Date is within Three Hundred Fifty Five (355) Calendar Days from receipt of NTP.	
antiti dia habekusantee menauki kuu uku ee keegagamin yööd (Milou) een 2000 (Kilou) kalka keel kuu kuu kuu kuu	design	4 purpose, similar contra and construction w 5,409.50		=	
BTD DATA SHEET	 BDS Clause 12.1 (a) (iii) Valid and Updated PCAB Licence: The minimum PCAB Registration required for this project: Medium A (General Building), Category B 				
DIU DATA SHEET	 BDS Clause 12.1 In the submission of bids, the following additional documents are required to be submitted during the opening of bids. 				
	i. Preliminary Conceptual Design Plans; ii. Design and construction methods;				
ranna na ura nana aria sirika kerinan Silak S	iii. Value engineering analysis of design and construction method.				
GENERAL CONDITIONS OF THE CONTRACT	There were no Discussions/Amendments made; and no further instructions were made by the BAC.				
SPECIAL CONDITIONS OF THE CONTRACT	There were no Discussions/Amendments made; and no further instructions were made by the BAC.				
Grammani viz. zastružne i cri crima izmi verzinasa niver i izvisa izmina izmina. Malienti.	The minimum years of relevant experience requirements for key personnel are the following:				
TERMS OF REFERENCE	1. Project (Licensed A 2. Structural Engineer 3. Civil Engineer 4. Professional Electric 5. Professional Mecha 6. Sanitary Engineer	cal Engineer	Minimum k	Relevant Experience	

7. Environmental Specialist/Engineer	
8. Electronics and Communications Engineer	

Key Personnel for Construction	Minimum Relevant Experience	
1. Project (Licensed Architect)		
2. Project (Civil Engineer)		
3. Professional Electrical Engineer	(description and years per TOR)	
4. Professional Mechanical Engineer		
5. Sanitary Engineer		
6. Safety Officer	Any Bachelors Degree (With	
•	Construction Occupational Safety	
	and Health Training (COSH or	
	BOSH) with minimum 5 years	
	experience in Occupational	
	Health and Safety.	

Note:

- * Key Personnel's Affidavit of Commitment to Work on the Contract;
- * One (1) person should not be assigned to more than one (1) specific position/ designation at a time.
- * This List must be supported by individual resumes of all personnel and photocopy of PRC Licenses of the Engineers.

A.6. PROPOSED DESIGN AND CONSTRUCTION SCHEDULE

The target number of days to complete the project is Three Hundred Fifty (355) working days.

The working hours will be as follows:

Saturday (8:00 AM to 5:00 PM Overtime, will be allowed, subject to the approval of the Officer In Charge	Monday to Friday.	5.00 PM to 1:00 AM
[제작 문화 문화품량(PAPA] 문화 유리 사고 등학 전략 소리 문화 전략 등학 사고 있다면 하는 사람들이 하면 없는 사람들이 하고 있다. 그는 사고 있는 소리를 하는 것이 되는 수 있다는 사람들이 사용		
	Gventime.will be allowed subject to a	he approval of the Officer In Charge

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DRAWINGS	"Attached"		
BILL OF QUANTITIES	 There were no Discussions/Amendments made; and no further instructions were made by the BAC. 		
BIDDING FORMS	There were no Discussions/Amendments made; and no further instructions were made by the BAC.		

III OTHER DISCUSSIONS

- The Bidder clarified the similar contract refer to any contract in both design and construction with a contract amount of at least Php 30,275,409.50.
- The Chairperson reiterated that the contractor shall have a contract in designing and constructing.
- The Bidder's clarified the components of preliminary conceptual design.
- The PMO- In-Charge clarified that the preliminary conceptual design plan consist of designing of the stairs, holding area and in the Annex "A" of the TOR consist of the Design objectives and the space requirement of each room.
- The Bidder's clarified the Environmental Specialist/Engineer.
- The PMO-In-Charge reiterated that the Environmental specialist should be a bachelor's degree holder /Engineer with at least five (5) years in the preparation of detailed Environmental Performance Report and Management Plan (EPRMP), with minimum of two (2) projects of the similar scope and nature handled within the last ten (10) years.
- The Bidder's clarified the BDS clause 13.1(b) the Bill of quantities that the quantity should be lot.
- The chairperson clarified that there should be a Bill of quantity and detailed estimate and the quantity should be in lot.
- The Bidder's proposed the Terms of Payment should be First payment 30%, Second Payment 30%, Third Payment 30% and Final Billing should be 10%. The 40% final payment indicated in the Terms of Reference will affect the cash flow of the projects since Quezon City can only issue a building permit, worst scenario, two (2) years as well as the occupancy permit.
- The End-User clarified that there will be two (2) options for the Terms of Payment.
 - 1. Release of final payment of 40% shall not include the occupancy permit.
 - 2. Approval of Supreme Court for the 30:30:30:10 payment schemes.
- The Bidder's clarified in the Terms of Reference if the structural assessment will be on the 5th floor only.
- The End-User clarified that the structural assessment should be all floors.
- The Bidder also clarified that if there is a need for retrofitting it should be shouldered by the End-User because it will cause additional cost to the project which was not indicated in the Terms of reference.

OTHER MATTERS

5 of 6 | Page

- The Chairperson reiterated that the proposal and clarification that will be answered through bid bulletin
- The Bidder's clarified in GCC clause section 39.2 in the bidding documents that what will be submitted to the procuring entity in claiming the advance payment.
- The Chairperson reiterated that the advance payment shall be made only upon the submission of the irrevocable standby letter of credit or a bank guarantee.
- The Chairperson reiterated that the proposal and clarification will be answered through bid bulletin.
- The PMO-In-Charge explained each documents needed to be submitted during the submission of bids. The PMO-In-Charge gave pointers in accomplishing each document/requirement to the bidders in order to aid the bidder to come up with a responsive submission.

·	TIMELINE		
	CLARIFICATION	March 02, 2019	
	POSTING OF BID BULLETIN	March 05, 2019	
	DEADLINE FOR SUBMISSION AND OPENING OF BIDS	March 12, 2019; 1:30 P.M	
ATTACHMENTS	"No Attachment"		
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 3: 05 PM		
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on Tuesday, February 26, 2019.		

The Procurement Division IX

ENGR. JOSE L. SALUNA JE

CERTIFIED CORRECT

PREPARED BY

ATTY. RONALD JOHN DECANO

Ad-Hoc Representative, Bids and Awards Committee IX

MS. DALISAY CONRINA P. DELA CHICA

Chairperson, Bids and Awards Committee IX

The Chairperson reiterated that the proposal and clarification that will be answered through bid bulletin The Bidder's clarified in GCC clause section 39.2 in the bidding documents that what will be submitted to the procuring entity in claiming the advance payment. The Chairperson reiterated that the advance payment shall be made only upon the submission of the irrevocable standby letter of credit or a bank guarantee. The Chairperson reiterated that the proposal and clarification will be answered through bid bulletin. The PMO-In-Charge explained each documents needed to be submitted during the submission of bids. The PMO-In-Charge gave pointers in accomplishing each document/requirement to the bidders in order to aid the bidder to come up with a responsive submission. ENVIRGINIE March 02, 2019 CLARIFICATION POSTING OF BID March 05, 2019 BULLETIN DEADLINE FOR March 12, 2019; 1:30 P.M SUBMISSION AND opening of bids "No Attachment" ATTACHMENTS. Having no other matters for discussion, the meeting was adjourned at 3: ADJOURNMENT 05 PM We certify that the foregoing is true account of Prebid Conference CERTIFICATION conducted on Tuesday, February 26, 2019. The Procurement Division IX PREPARED BY ATTY, RONALD JOHN DECANO Ad-Hoc Representative, Blds and Awards Committee IX CERTIFIED CORRECT

6 of 6 | Page

MS. DALISAY CONRINA P. DELA CHICA Chairperson, Bidsjand Awards Committee IX