



MINUTES OF MEETING

Tuesday, August 6, 2019	10:00AM	EXECUTIVE LOUNGE
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE VII																																			
TYPE OF MEETING	Prebid Conference																																			
PROJECT	Renovation of the Second Floor of the Palacio Del Gobernador Building of the Bureau of the Treasury																																			
REFERENCE NO.	PB No 19-050-7																																			
ATTENDEES	<p>Bids and Awards Committee VII</p> <table> <tr> <td>Ms. Rosalinda V. Dapito</td> <td>Chairperson</td> </tr> <tr> <td>Mr. Vic Anthony A. Tubon</td> <td>Vice Chairperson</td> </tr> <tr> <td>Ms. Ma. Jennifer R. Jimenez</td> <td>Provisional Member (PMO-in-Charge)</td> </tr> <tr> <td>Atty. Gisela F. Lood</td> <td>Provisional Member (AdHoc)</td> </tr> </table> <p>Procurement Division VII</p> <table> <tr> <td>Ms. Kaila Jaronay</td> <td>Secretariat</td> </tr> </table> <p>End User's Representatives</p> <table> <tr> <td>Atty. Raymundo Tan</td> <td>BTR</td> </tr> <tr> <td>Ms. Amor Dais</td> <td>BTR</td> </tr> <tr> <td>Ms. Elna Lorenzo</td> <td>BTR</td> </tr> <tr> <td>Mr. Berick Najera</td> <td>BTR</td> </tr> <tr> <td>Mr. Loreto Hidalgo</td> <td>BTR</td> </tr> <tr> <td>Mr. Joselito Martinez</td> <td>BTR</td> </tr> <tr> <td>Engr. Nephty Del Rosario</td> <td>NSDR</td> </tr> <tr> <td>Engr. Renato Eugenio</td> <td>NSDR</td> </tr> <tr> <td>Engr. Mel Nagle</td> <td>NSDR</td> </tr> <tr> <td>Engr. Vargas III</td> <td>NSDR</td> </tr> <tr> <td>Engr. NiloMamalás</td> <td>NSDR</td> </tr> <tr> <td>Ms. Lynn Del Rosario</td> <td>NSDR</td> </tr> </table>		Ms. Rosalinda V. Dapito	Chairperson	Mr. Vic Anthony A. Tubon	Vice Chairperson	Ms. Ma. Jennifer R. Jimenez	Provisional Member (PMO-in-Charge)	Atty. Gisela F. Lood	Provisional Member (AdHoc)	Ms. Kaila Jaronay	Secretariat	Atty. Raymundo Tan	BTR	Ms. Amor Dais	BTR	Ms. Elna Lorenzo	BTR	Mr. Berick Najera	BTR	Mr. Loreto Hidalgo	BTR	Mr. Joselito Martinez	BTR	Engr. Nephty Del Rosario	NSDR	Engr. Renato Eugenio	NSDR	Engr. Mel Nagle	NSDR	Engr. Vargas III	NSDR	Engr. NiloMamalás	NSDR	Ms. Lynn Del Rosario	NSDR
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	<p>Bidders:</p> <table border="0"> <tr> <td>Engr. Vhal Tapang</td> <td>New Profile Construction Company, Inc.</td> </tr> <tr> <td>Engr. Jojo Sanchez</td> <td>LSD Construction</td> </tr> <tr> <td>Mr. Antonio Camposuelo</td> <td>Summit Meridien</td> </tr> <tr> <td>Mr. Kevin Ray Pena</td> <td>Skynet Construction</td> </tr> <tr> <td>Mr. Raul Salazar</td> <td>Engineering Services</td> </tr> <tr> <td>Ms. Cecille Monton</td> <td>Orientech Construction</td> </tr> <tr> <td>Mr. Ricardo Aguiflor</td> <td>Smart Tech</td> </tr> </table>	Engr. Vhal Tapang	New Profile Construction Company, Inc.	Engr. Jojo Sanchez	LSD Construction	Mr. Antonio Camposuelo	Summit Meridien	Mr. Kevin Ray Pena	Skynet Construction	Mr. Raul Salazar	Engineering Services	Ms. Cecille Monton	Orientech Construction	Mr. Ricardo Aguiflor	Smart Tech
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<p>CALL TO ORDER</p>	<ol style="list-style-type: none"> 1. The scheduled Prebid Conference started at 10:30AM with the Chairperson presiding. 2. The Secretariat acknowledged the presence of the attendees, and stated that with the presence of the four (4) members of the BAC, the required quorum has been established. 3. The Secretariat stated BAC'S compliance with regard to the invitation of Observers. 4. The Secretariat presented the general requirements for government procurement. 														

DISCUSSIONS

<p>I. BID DOCUMENTS</p>			
<p>INVITATION TO BID</p>	<p>Section I</p> <p>x xx</p> <table border="1" data-bbox="440 1272 1442 1451"> <tr> <td data-bbox="440 1272 971 1451"> <p>Schedule of Site Inspection</p> </td> <td data-bbox="971 1272 1442 1451"> <p>August 2, 2019 9:30 AM – 11:30 AM</p> <p>August 7, 2019 9:30 AM – 11:30 AM</p> </td> </tr> </table> <p>x xx</p> <ul style="list-style-type: none"> ➤ The following contractors did not conduct a site inspection: <ol style="list-style-type: none"> 1. Summit 2. Skynet 3. Orientech 4. Smart Tech - <i>It was agreed to conduct another site inspection and the schedule will be issued through Bid Bulletin.</i> 	<p>Schedule of Site Inspection</p>	<p>August 2, 2019 9:30 AM – 11:30 AM</p> <p>August 7, 2019 9:30 AM – 11:30 AM</p>
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<p>INSTRUCTIONS TO BIDDERS</p>	<p>Section II There were no other discussions, clarifications, amendments, inclusions and revisions under this section of the Bidding Documents.</p>
<p>BID DATA SHEET</p>	<p>SECTION III ITB Clause 12.1(b)(ii.3) Page 40</p> <p>x xx</p> <p>The minimum major equipment requirements are the following:</p> <p>The contractor must provide a list of equipment complement that will be deployed at the Palacio del Gobernador Building.</p> <p>x xx</p> <ul style="list-style-type: none"> ➤ A representative of Skynet requested for the specific equipment required for the project. <ul style="list-style-type: none"> - <i>It will depend on the assessment of the winning contractor which form is provided in Section IX of the Bidding Documents.</i> - <i>The BAC also took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i>
	<p>SECTION III ITB Clause 12.1(b)(ii.2) Page 40</p> <p>x xx</p> <p>The contractor must also submit a safety and health program for its laborers.</p> <p>x xx</p> <ul style="list-style-type: none"> ➤ The following clarifications were raised: <ul style="list-style-type: none"> • whether to submit the documents during Bid Opening or an additional document in Post Qualification; • whether the BAC is requiring a form for the document - <i>The BAC also took note of the clarification and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i>

GENERAL CONDITIONS OF THE CONTRACT	<p>Section IV</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this section of the Bidding Documents.</p>
SPECIAL CONDITIONS OF THE CONTRACT	<p>SECTION V</p> <p>GCC Clause 6.5</p> <p>Page 77</p> <p>x xx</p> <p>The Contractor shall employ the following Key Personnel:</p> <p>One (1) Project Engineer/Architect One (1) Construction Foreman One (1) Electrical Engineer One (1) Mechanical Engineer One (1) Master Plumber</p> <p>x xx</p> <p>- <i>It was clarified that key personnel must attach their curriculum vitae.</i></p>
SCHEDULE OF REQUIREMENTS	<p>Section VII</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this section of the Bidding Documents.</p>
TECHNICAL SPECIFICATIONS	<p>Section VII</p> <p>- <i>Technical Specifications, Scope of Works and Drawings will be submitted with their bid as a compliance with the Technical Specifications.</i></p>
	<p>BILL OF QUANTITIES</p> <p>x xx</p> <p>GENERAL REQUIREMENTS</p> <p>1.01 All insurances such as bonds and guarantee, performance bond, third party insurance and surety bond against down payment and retention bond, building permit and occupancy permit.</p> <p>x xx</p> <p>➤ A representative of NPCC asked whether they are required for the special permit as the location is in Intramuros.</p> <p>- <i>It was clarified that permits will be secured first from the Intramuros Administration (IA) prior to the endorsement of the</i></p>

permits needed to the Office of the Building Official (OBO) from the City of Manila.

II. OTHER DISCUSSIONS

OTHER MATTERS

1. The following points were also emphasized:
 - Authority of Signatory
 - All signatures must be the authorized representative which was reflected in the Authority of Signatory.
 - PhilGEPS Certificate
 - It must be valid, current and updated.
 - The bidder may opt to submit the Annex A eligibility documents in lieu of the submission of the PhilGEPS Certificate of Registration (Platinum Membership) during the deadline of submission of bids, provided that it shall be submitted as part of post-qualification documents.
 - For the required Competent Evidence of Identity
 - Based on the Rules on Notarial Practice, only government-issued IDs bearing the photograph and signature of the affiant are acceptable evidences. Community Tax Certificate (CTC) is not allowed.
 - No. 10th statement under the Omnibus Sworn Statement
 - Notices shall be transmitted in any of the telephone/fax numbers and/or e-mail address/es provided under the 10th statement and are deemed received as of its transmittal (not as of receipt by the bidder) and the reckoning period for the reglementary periods stated in the bidding documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.
 - Documents such as Bid Security (Surety Bond and Bid Securing Declaration) and Bid Form must be specific to the project.
 - Additional documents of the LCB must be submitted within five (5) calendar days from the receipt of the notice from the BAC.
2. Bidders requested for the soft copy of Bill of Quantities.
3. Bill of Quantities and Detailed Estimates were required to submit during the Bid Opening and as attachment in Bid Form.
4. Bidders inquired if they are allowed to have a temporary facility for workers to stay overnight. The Palacio del Gobernador has its house

	<p>rules that must be governed and the concern will further discussed with the winning bidder during the implementation of the contract.</p> <p>5. Thematrix for the schedule of bidding activities was presented and reiterated that should the bidders have additional queries, the same shall be in writing and last day of written clarifications shall be on August 9, 2019.</p>
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 12:30PM
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on Tuesday, August 6, 2019.
PREPARED BY	<p>Procurement Division VII</p> <p style="text-align: center;">SGD MS. KAILA M. JARONAY Secretariat</p>
CERTIFIED CORRECT	<p>Bids and Awards Committee VII (BAC VII)</p> <p style="text-align: center;">SGD MS. MA. JENNIFER R. JIMENEZ Provisional Member (PMOIC)</p> <p style="text-align: center;">SGD ATTY. GISELA F. LOOD Provisional Member (AdHoc)</p> <p style="text-align: center;">SGD MR. VIC ANTHONY A. TUBON Vice Chairperson</p> <p style="text-align: center;">SGD MS. ROSALINDA V. DAPITO Chairperson</p>

Note: For the purpose of this Minutes and for better understanding of its contents, the following rules shall apply: (a) ~~Double Strike out~~ – denotes deletion; (b) Underline – denotes inclusion or new item/requirement; and "xxx" – denotes separation of phrase/s being amended from the rest of the main text.