

MINUTES OF MEETING

Friday, May 17, 2019	10:00 AM	Meeting Room 1
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE V	
TYPE OF MEETING	Pre-Bid Conference	
PROJECT	Design and Build of Radiology Extension Building for Hemodialysis Provision, MRI Provision, CT Scan Provision and Wellness Area For Senior Citizen	
REFERENCE NO.	PB No. 19-128-5	
ATTENDEES	<p>Bids and Awards Committee V Mr. Webster M. Laureñana Mr. Jack G. Mercado Engr. Nicole John D. Cabueños Ms. Maria Bernardina L. Idris</p> <p>End-user Representative Ms. Marilyn G. Ibarra Engr. Marc Anthony Aparecio Mr. Eric Bel R. Sanico</p> <p>Procurement Division V Engr. Yuji C. Hoshina Ms. Rosemarie N. Andulan Ms. Jessica G. Gapuz</p> <p>PS Consultant Engr. Jude John Deseo Engr. Eduardo P. Solayao</p> <p>Prospective Bidders Mr. Hernan Niebres Mr. Jocker Whiteside Ms. Maria Jesusa Go</p>	<p>Chairperson Vice-chairperson Provisional Member (PMO-in-charge) Provisional Member (Ad Hoc)</p> <p>Alternate Ad Hoc Technical Working Group Observer</p> <p>Member Secretariat Member</p> <p>Hiroki Construction Hiroki Construction GTH Builders and Development</p>
CALL TO ORDER	1. The scheduled Pre-bid Conference started at 10:15 AM with the	

	<p>Chairperson presiding.</p> <ol style="list-style-type: none"> 2. The PMO-in-charge acknowledged the presence of the attendees. 3. It was likewise reported that observers were invited for this activity but none confirmed their attendance. 4. Having established the required quorum, the Chairperson instructed the PMO-in-charge to proceed with the power point presentation on the general requirements on government infrastructure project. 5. The Vice-chairperson clarified that the power point presentation was the general requirements in government infrastructure project, hence, it is also applicable to the design and construction of storm drainage system to be discussed after this project.
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DISCUSSION

BID DOCUMENTS

INVITATION TO BID	<p>The PMO-in-charge discussed to the prospective bidders that the end-user will issue a certification to the bidder who conducted site inspection. This certification will be submitted during the opening of bid together with Affidavit of Site Inspection.</p> <p>xxx</p> <p>The committee suggested to add contact person/s in the site inspection aside from Engr. Aparecio.</p> <p>The end-user included Mr. Eric Bel Sanico in addition to Engr. Aparecio.</p> <p>xxx</p> <p>Engr. Aparecio noticed the typographical error in their contact details particularly to the email address.</p> <p>The PMO-in-charge responded that the committee will issue a supplemental bid bulletin regarding this matter.</p> <p>xxx</p> <p>The committee proposed to the end-user to ascertain the date/s of the site</p>
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	<p>inspection.</p> <p>The committee informed the prospective bidders that they will include this to the supplemental bid bulletin.</p>
SCHEDULE OF REQUIREMENTS	<p>The PMO-in-charge discussed that the Three Hundred Sixty (360) calendar days of intended completion date is consist of the One hundred Twenty (120) calendar days of the Design Phase and Two Hundred Forty (240) calendar days of the Construction Phase.</p>
BID DATA SHEET	<p>BDS Clause 12.1</p> <p>i. <i>Preliminary Conceptual Design Plans in accordance with the degree of details specified by the procuring entity</i></p> <p>The committee recommended to the end-user to determine the degree of details of conceptual design.</p> <p>The end-user responded that they will clarify the requirement in conceptual design in the supplemental bid bulletin.</p> <p>xxx</p> <p>BDS Clause 12.1(b)(ii.3)</p> <p>The Vice-chairperson discussed to the prospective bidders that the document must be notarized should the bidder preferred Lease Agreement between lessor and lessee or Purchase Agreement between the bidder and the owner.</p>
SPECIAL CONDITION TO THE CONTRACT	<p>SCC Clause 5.1</p> <p>The PMO-in-charge informed the prospective bidders that the committee will issue a supplemental bid bulletin regarding SCC Clause 5.1</p>
TECHNICAL SPECIFICATIONS	<p>No questions or clarifications from the prospective bidders.</p>
BID FORM	<p>The PMO-in-charge reminded the Prospective Bidders that they should carefully follow the instructions located in the last page of the Bid Form to avoid disqualification.</p> <p>Furthermore, he emphasized that the bidders are required to sign each and every page of the Bid Form.</p>
OMNIBUS SWORN STATEMENT	<p>The Vice-chairperson explained that the e-mail address and the contact address provided by the Bidder in the 10th declaration of the Omnibus Swron Statement will be the one contacted by the BAC.</p>

OTHER MATTERS	<p>The Vice-chairperson informed the prospective bidders to be prudent in their bid submission since some of the documents required are specific to individual project, given that this is a two (2) construction projects to be bided out simultaneously.</p> <p>One of the prospective bidder asked if the Postal I.D. is a competent evidence of identity.</p> <p>The Vice-chairperson answered in the affirmative and stated that government issued ID's are considered as competent evidence of identity.</p>
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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 Pre-Bid Conference conducted on Friday, May 17, 2019.
PREPARED BY	<p>(SGD)</p> <p>ENGR. NICOLE JOHN D. CABUEÑOS Provisional member, Bid and Awards Committee V</p>
CERTIFIED CORRECT	<p>(SGD)</p> <p>MARIA BERNARDINA L. IDRIS Ad Hoc member, Bids and Awards Committee V</p> <p>(SGD)</p> <p>MR. JACK G. MERCADO Vice – Chairperson, Bids and Awards Committee V</p> <p>(SGD)</p> <p>MR. WEBSTER M. LAUREÑANA Chairperson, Bids and Awards Committee V</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.