

# MINUTES OF MEETING

Monday, March 8, 2021	10:00 AM	CONFERENCE ROOM C
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<b>MEETING CALLED BY</b>	<b>SPECIAL BIDS AND AWARDS COMMITTEE</b>																													
<b>TYPE OF MEETING</b>	<b>PRE-BID CONFERENCE</b>																													
<b>PROJECT</b>	<b>Construction of Special and Technical Staff Building for Special Service Center (SSC) and Division Administrative Command Center (DACC) at Fort Bonifacio, Taguig City</b>																													
<b>REFERENCE NO.</b>	<b>PB 21-023-3</b>																													
<b>ATTENDEES</b>	<p><b>Bids and Awards Committee</b></p> <table> <tr> <td>Engr. Jaime M. Navarrete, Jr.</td> <td>Chairperson</td> </tr> <tr> <td>Engr. Nicole John M. Cabueños</td> <td>Vice Chairperson</td> </tr> <tr> <td>Engr. Jeff Anthony R. LLegue</td> <td>Provisional Member (PMOIC)</td> </tr> <tr> <td>Ms. Hedda Y. Rulona</td> <td>Ad Hoc Member, BCDA</td> </tr> </table> <p><b>BAC Support</b></p> <table> <tr> <td>Ms. Maria Jennifer R. Jimenez</td> <td>Secretariat</td> </tr> <tr> <td>Ms. Rowena R. Inocentes</td> <td>Secretariat</td> </tr> <tr> <td>Ms. Julie U. Guimbayan</td> <td>Secretariat</td> </tr> <tr> <td>Ms. Kristine Joy G. Delos Santos</td> <td>Secretariat</td> </tr> <tr> <td>Engr. Marwan O. Amil</td> <td>TWG</td> </tr> </table> <p><b>End-User's Representatives</b></p> <table> <tr> <td>Engr. Sydney A. Gutierrez</td> <td>BCDA</td> </tr> <tr> <td>Mr. Mark Torres</td> <td>BCDA</td> </tr> <tr> <td>Maj Vicente P. Cammayo</td> <td>Philippine Army</td> </tr> </table> <p><b>Bidders</b></p> <table> <tr> <td>Mr. Patrick Buenaobra</td> <td>Atlantic Erectors, Inc.</td> </tr> <tr> <td>Mr. Ian Duramos</td> <td>RCDG Const. Corp.</td> </tr> </table>		Engr. Jaime M. Navarrete, Jr.	Chairperson	Engr. Nicole John M. Cabueños	Vice Chairperson	Engr. Jeff Anthony R. LLegue	Provisional Member (PMOIC)	Ms. Hedda Y. Rulona	Ad Hoc Member, BCDA	Ms. Maria Jennifer R. Jimenez	Secretariat	Ms. Rowena R. Inocentes	Secretariat	Ms. Julie U. Guimbayan	Secretariat	Ms. Kristine Joy G. Delos Santos	Secretariat	Engr. Marwan O. Amil	TWG	Engr. Sydney A. Gutierrez	BCDA	Mr. Mark Torres	BCDA	Maj Vicente P. Cammayo	Philippine Army	Mr. Patrick Buenaobra	Atlantic Erectors, Inc.	Mr. Ian Duramos	RCDG Const. Corp.
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	<p>Mr. Christopher de Cadis</p> <p>Mr. Ricardo Macalino Mr. Billy Fallorin Mr. Carlo Letrago</p> <p>Ms. Natash Galo</p> <p>Mr. Ruel Taay Mr. Romulo Soriano</p> <p><u>via Google Meet</u></p> <p>Mr. Arwin T. Dimabuyu Mr. Brian Teresa Mr. Mark Cruz Ms. Doren Briones</p> <p>Ms. Jenny Rose Ebuena Arch. Robert Vargas Ms. Isobel Crame Mr. Isagani G. Tacderas Mr. Gil A. Mabas</p> <p>Ms. Deseree Valino Mr. Jomar Nicolas Mr. Reynante Gamit Arch. Gex-Gerb M. Pido Mr. Erwin De Castro Ms. Patricia Santos</p>	<p>Dynamic Planners &amp; Construction Corp M.R. Vargas Const. Bancal Construction &amp; Supply Gulf Canary Construction &amp; Development Inc. Gulf Canary Construction &amp; Development Inc AGA Const. &amp; Dev't. Corp. Atlantic Erectors, Inc.FPI</p> <p>Ronmark Construction. BLACPrime Construction, Inc. Southern M. Builders Gulf Canary Construction &amp; Development Inc Bancal Construction &amp; Supply Southern M. Builders Monte One Construction Tryst Builders Enterprises Dynamic Planners &amp; Construction Corp BF Corporation E.M. Cuerpo, Inc. Interfield Construction Corp. Tryst Builders Enterprises AG Araja Construction Dev Corp.</p>
<p><b>CALL TO ORDER</b></p>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Pre-bid Conference</b> started at <b>10:05 am</b> with the Chairperson presiding.</li> <li>2. The Chairperson acknowledged the presence of the attendees.</li> <li>3. Having established the required quorum, the Secretariat proceeded with the power point presentation of the requirements for the project.</li> </ol>	

## DISCUSSION

I. BID DOCUMENTS	
INSTRUCTIONS TO BIDDERS	No modifications.
BID DATA SHEET	<ul style="list-style-type: none"> <li>● Project requirement for the similar contract shall refer to single contract for the “Construction of at least five (5) storey –office, -commercial or – residential building construction”</li> <li>- <i>The prospective bidder asked for the classification of the PCAB license.</i></li> <li>● For the PCAB Registration, the minimum requirement under ITB Clause 5.1 for this project is <b>Category A, Medium B</b>, for General Building, and in case of Joint Venture, a special PCAB license with the same category and classification is required.</li> <li>● For the List of Minimum Key Personnel and List of Minimum Equipment, the Chairperson reiterated that the bidders should take note that there are additional qualifications or documentary requirements that are needed for purposes of submission.</li> <li>● Under 31.4 (f), the Chairperson clarified that the documents listed in the BDS clause are to be submitted within 10 days after Notice of Award since the project is an ordinary Infrastructure Project and not Design and Build.</li> <li>● For the value added tax requirement, the months covering the 6 months VAT returns will be included for clarification in the supplemental bid bulletin.</li> </ul>
GENERAL CONDITIONS OF THE CONTRACT	No modifications.
SPECIAL CONDITIONS OF THE CONTRACT	<ul style="list-style-type: none"> <li>● The percentage of retention money to be used will be discussed further with the end-user BCDA based on the GPPB resolution that retention money should be “at least 1% and not to exceed 5% and will be clarified through supplemental bulletin.</li> </ul>
SCHEDULE OF REQUIREMENTS	No modifications.

<b>TECHNICAL SPECIFICATIONS/TERMS OF REFERENCE</b>	<ul style="list-style-type: none"> <li>The Chairperson informed the bidder that if they have any questions regarding the Technical Specifications and Scope of Works, they should include them in their written clarification for a more detailed clarification.</li> </ul>
<b>DRAWINGS</b>	No modifications.
<b>BIDDING FORMS</b>	<ul style="list-style-type: none"> <li>The Chairperson reiterated that the bidders should sign all pages of the Bid Form including the Bill of Quantities as well as the other supporting financial documents as indicated in the last paragraph on the Bid Form and that the information to be accomplished were highlighted in the bid form for them not to miss out on any details.</li> <li>For the Omnibus Sworn Statement, the Chairperson clarified that in order not to be confused with the revised Omnibus Sworn Statement, the form included in the Bidding Document should be utilized since the Bidding Document used for the bidding is the 5<sup>th</sup> Edition of the Philippine Bidding Document.</li> </ul>

## II. OTHER DISCUSSIONS

<b>OTHER MATTERS</b>	<p>The Chairperson clarified that a certificate of site inspection is not required for submission and informed the prospective bidders to coordinate with the contact person indicated in the bidding document for instruction on the conduct of site inspection.</p> <p>The representative from BCDA discussed the protocols on the site inspection and asked the bidders to send their request to the Secretariat on or before March 9, 2021 for them to be included in the list request to enter the site.</p> <p>The Chairperson instructed the prospective bidders to officially put in writing their clarifications addressed to the BAC especially the queries regarding extension of the submission of bids. The BAC shall discuss the request for the extension in the submission of bids with the end user, evaluate the merit of the request and reply accordingly in the bid bulletin.</p> <p>The Secretariat presented the schedule of activities for the bidders to be properly guided of the timelines.</p>
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ATTACHMENTS	No attachment.
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at <b>11: 35 AM</b>
CERTIFICATION	We certify that the foregoing is the true account of the <b>PRE-BID CONFERENCE</b> conducted on Monday, March 8, 2021.
PREPARED BY	<p>Procurement Division IV</p> <p style="text-align: center;"><b>SGD.</b> <b>MARIA JENNIFER R. JIMENEZ</b> Secretariat</p> <p style="text-align: center;"><b>SGD.</b> <b>ROWENA INOCENTES</b> Alternate Secretariat</p>
REVIEWED BY	<p style="text-align: center;"><b>SGD.</b> <b>JOSEPH CONRAD D. DUEÑAS</b> Chief, PD IV – Secretariat</p>
CERTIFIED CORRECT	<p>Special Bids and Awards Committee</p> <p style="text-align: center;"><b>SGD.</b> <b>HEDDA Y. RULONA</b> Provisional Member, BCDA</p> <p style="text-align: center;"><b>SGD.</b> <b>ENGR. JEFF ANTHONY R. LLEGUE</b> Provisional Member, PS</p> <p style="text-align: center;"><b>SGD.</b> <b>ENGR. NICOLE JOHN M. CABUEÑOS</b> Vice-Chairperson</p> <p style="text-align: center;"><b>SGD.</b> <b>ENGR. JAIME M. NAVARRETE, JR.</b> Chairperson</p>