



	Col Edwin T Ricardo Engr. Joel Victor Salaguinto Engr. Jude John A. Deseo Engr. Eduardo Solayao	Resource Person, DND PS Consultant PS Consultant PS Consultant
<b>CALL TO ORDER</b>	<p>1. The scheduled <b>Prebid Conference</b> started at <b>1:30 PM</b> with the Chairperson presiding.</p> <p>2. The Chairperson acknowledged the presence of the attendees.</p> <p>3. Having established the required quorum, the PMO-in-charge proceeded with the presentation of the project.</p>	

**DISCUSSION**

**I. BID DOCUMENTS**

<b>INVITATION TO BID</b>	<p><b>SECTION I</b> <b>ITB Clause No. 2</b> <b>Page No. 5</b> <b>X X X</b> <i>Bidders should have completed a contract similar to the Project equivalent to at least fifty (50%) of the ABC.</i> <b>X X X</b></p> <p><i>The Provisional Member emphasized the requirement for Similar Contracts, asking the bidders in attendance if the 50% requirement is compliable for them.</i></p> <p><i>The attending bidders signified their agreement in silence.</i></p>																										
	<p><b>SECTION I</b> <b>ITB Clause No. 7</b> <b>Page No. 6</b> <b>X X X</b></p> <table border="1"> <thead> <tr> <th>ACTIVITIES</th> <th>SCHEDULE</th> <th>VENUE</th> </tr> </thead> <tbody> <tr> <td>X X X</td> <td>X X X</td> <td>X X X</td> </tr> <tr> <td>X X X</td> <td>X X X</td> <td>X X X</td> </tr> <tr> <td>X X X</td> <td>X X X</td> <td>X X X</td> </tr> <tr> <td>X X X</td> <td>X X X</td> <td>X X X</td> </tr> <tr> <td>Last day of Submission of Written Clarifications</td> <td>July 2, 2019</td> <td>PS Main Office Cristobal St., Paco, Manila or email at <a href="mailto:pd4@ps-philgeps.gov.ph">pd4@ps-philgeps.gov.ph</a></td> </tr> <tr> <td>Last day of Issuance of Supplemental Bid Bulletin</td> <td>July 5, 2019</td> <td>PhilGEPS website, PS website, PS bulletin board</td> </tr> <tr> <td>X X X</td> <td>X X X</td> <td>X X X</td> </tr> <tr> <td>X X X</td> <td>X X X</td> <td>X X X</td> </tr> </tbody> </table> <p><b>X X X</b></p>	ACTIVITIES	SCHEDULE	VENUE	X X X	X X X	X X X	X X X	X X X	X X X	X X X	X X X	X X X	X X X	X X X	X X X	Last day of Submission of Written Clarifications	July 2, 2019	PS Main Office Cristobal St., Paco, Manila or email at <a href="mailto:pd4@ps-philgeps.gov.ph">pd4@ps-philgeps.gov.ph</a>	Last day of Issuance of Supplemental Bid Bulletin	July 5, 2019	PhilGEPS website, PS website, PS bulletin board	X X X	X X X	X X X	X X X	X X X
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	<p><i>The Provisional Member drew emphasis on the deadline for submission of Written Clarifications as well as the last day for issuance of Bid Bulletin.</i></p>
<p><b>BID DATA SHEET</b></p>	<p><b>SECTION III</b>  <b>BDS Clause No. 5.4</b>  Page No. 40  <b>x x x</b>  <i>For purposes of this project, similar contracts shall refer to the contracts involving Design and Construction of Electrical Substation and Distribution System.</i>  <b>x x x</b></p> <p><i>The Provisional Member presented the acceptable similar contracts for SLCC.</i></p> <p><b>SECTION III</b>  <b>BDS Clause No. 12.1(b)(iv)</b>  Page No. 43</p> <p><i>The Provisional Member emphasized on the Project requirements, reminding the bidders to submit the enumerated documents during the deadline for submission of bids and that the said documents are to be included in the Technical Component of their Proposal.</i></p> <p><b>SECTION III</b>  <b>BDS Clause No. 13.1(b)</b>  Page No. 43</p> <p><i>The Provisional Member emphasized on the required documents for the Financial Component, reminding bidders that only the Enumerated documents are to be included in the Financial Component and all other documents will be on the Technical Component of their proposal.</i></p> <p><b>SECTION III</b>  <b>BDS Clause No. 28.2</b>  <b>Page No. 45-46</b></p> <p><i>The Provisional Member emphasized on the required documents for Post Qualification and the reckoning period for the issued BAC Notices upon conclusion of the opening of Bids.</i></p>
<p><b>GENERAL CONDITIONS OF THE CONTRACT</b></p>	<p>NO DISCUSSION</p>
<p><b>SPECIAL CONDITIONS OF THE CONTRACT</b></p>	<p>NO DISCUSSION</p>

<p><b>SCHEDULE OF REQUIREMENTS</b></p>	<p><b>SECTION VI</b>  Page No. 98  <i>The Provisional Member explained the proper way to accomplish the Schedule of Requirements form.</i></p>
<p><b>TECHNICAL SPECIFICATIONS</b></p>	<p><b>SECTION VI</b>  Page No. 87  <i>The Provisional Member explained the proper way to accomplish the Technical Specifications form and reminded the attending bidders to accomplish the required details on the end of the said form.</i></p>
<p><b>TERMS OF REFERENCE</b></p>	<p><b>SECTION VI</b>  Clause No. 3.1.2  Page No. 90</p> <p><b>xxx</b>  <i>Comply with the local government regulatory requirements such as but not limited to building and electrical permits</i>  <b>xxx</b></p> <p><i>The Chairperson discussed the inclusion of Payment for the Acquisition of Permits whereas the payment will be shouldered by the winning contractor.</i></p>
<p><b>BIDDING FORMS</b></p>	<p><b>Annex: A – Bid Form</b>  Page No. 76</p> <p><i>The Chairperson instructed the bidders to study and review the Bidding Documents and Project requirements for bidders to properly formulate their bid prices, giving out a gentle reminder that the price to be indicated in the Bid form shall be final in order to minimize the need for Variation Order.</i></p> <p><i>The representative from Sunertech replied to the Chairperson’s explanation, asking on the possible variation order in the event of calamities.</i></p> <p><i>The Chairperson replied to the query, that the said concern is not covered by her initial statement.</i></p> <p><i>The Provisional Member also reminded the bidders to be cautious in indicating the Bid Price in Words as some bidders state the amount in words of their proposal incorrectly.</i></p> <p><b>Annex: B – Omnibus Sworn Statement</b>  Page No. 80</p> <p><i>The Provisional Member emphasized on the 10<sup>th</sup> Declaration of the Document, giving out a reminder to duly read and accomplish the said form with the accepted proofs of Identification indicated below of the said document to not render their submission defective.</i></p>

*The Chairperson also gave emphasis on the transmittal of notices from the BAC, explaining that notices are deemed received once it has been transmitted thru the email addresses indicated in the submitted Omnibus Sworn Statement.*

*The Provisional Member presented the rules of notarial practice, reminding the bidders that Community Tax Certificates (CTC) are not accepted and will result to the disqualification of their submitted bid.*

**Annex: C and C-1 Statement of Single Largest Completed Contract and Statement of (i) Ongoing Contracts**

*The Provisional Member presented the proper instructions/procedure in accomplishing the said forms, and emphasized to the bidders to divulge all ongoing projects as it will be a vital requirement in validating the NFCC Computation, further reminding the bidders that by not declaring all ongoing contracts will result to their subsequent blacklisting in participating in government biddings.*

**Annex: H – Bid Securing Declaration**

*The Provisional Member presented the said form, explaining to the bidders the objective of the said form as the 3<sup>d</sup> form of Bid Security available for bidders to utilize as their Bid Security.*

**Annex: J – List of Key Personnel Proposed to be assigned to the Contract**

*The Provisional Member explained the instructions on proper accomplishing the said form.*

*Engr. Solayao reminded the attending bidders that they must submit a Certified True Copy of their appropriate Licenses.*

**II. OTHER DISCUSSIONS**

<b>OTHER MATTERS</b>	NO DISCUSSION
<b>ADJOURNMENT</b>	Having no other matters for discussion, the meeting was adjourned at <b>3:30 PM</b>
<b>CERTIFICATION</b>	We certify that the foregoing is true account of <b>Prebid Conference</b> conducted on Thursday, June 13, 2019.

<p><b>PREPARED BY</b></p>	<p>Procurement Division 4:</p> <p style="text-align: center;"><b>(SGD.)</b>  <b>MR. NIKKO C. VALENZONA</b>          Secretariat</p>
<p><b>CERTIFIED CORRECT</b></p>	<p style="text-align: center;"><b>(SGD.)</b>  <b>ENGR. DIANE T. ARBITRARIO</b>          Provisional Member, Bids and Awards Committee 4</p> <p style="text-align: center;"><b>(SGD.)</b>  <b>ENGR. IAN T. FAJARITO</b>          Vice Chairperson, Bids and Awards Committee 4</p> <p style="text-align: center;"><b>(SGD.)</b>  <b>ENGR. ESTRELLITA G. FULE</b>          Chairperson, Bids and Awards Committee 4</p>