

	<p>that a quorum was established.</p> <p>3. Engr. Hoshina then informed the Committee that observers were invited but none confirmed attendance. With the sending of the Invitation, however, the requirement is deemed to have been complied with.</p>
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DISCUSSION

BID DOCUMENTS

<p>INSTRUCTIONS TO BIDDERS</p>	<p>1. The prospective bidder asked if a site visit is required. The PMOIC replied that a site visit is required for the contract. The Chairperson asked if the site inspection was included in the bidding documents. The PMOIC replied that this was not included. The AdHOC Member stated that a certificate of appearance from their office is needed. The PMOIC stated that this will be included in the checklist of requirement during bid opening. Engr. Dorado suggested having this to be included in the bid bulletin and clarified that the contractor can visit the site anytime as long as it is office hours. The PMOIC confirmed this.</p>
<p>BID DATA SHEET</p>	<p>1. The End-User clarified that this is not applicable to the project. The PMOIC replied that this will be included in the bid bulletin.</p> <p>Bid Data Sheet ITB Clause 12.1 Page 42 xxx</p> <p style="padding-left: 40px;">i. Preliminary Conceptual Design Plans (i. Ground Floor Plan; ii. Second Floor Plan; iii. Site Development Plan; iv. Perspective View; and v. Detailed/show drawings for CT Scan and MRI Room);</p> <p>xxx</p> <p>2. Engr. Dorado clarified that the official receipt of the PCAB license is not applicable. The PMOIC affirmed that only a valid license is acceptable.</p> <p>3. The prospective bidder clarified if original documents are to be submitted. The PMOIC replied that only photocopies are needed and that original documents are not required.</p> <p>4. The prospective bidder clarified if in case the tax clearance is expired, can they opt to submit the application form. The Chairperson replied that this is not acceptable and that the requirement is a valid one.</p>

	<ol style="list-style-type: none"> 5. The Chairperson clarified that supporting documents (curriculum vitae, etc.) to prove the relevant experience of the proposed personnel are needed. The PMOIC stated that this is needed during the opening of bids. 6. The prospective bidder clarified if he's the authorized representative, can he use a special power of attorney. The Chairperson asked if the bidder is a sole proprietorship. The bidder affirmed this. Engr. Dorado stated that a special power of attorney is more binding document and will be better than a letter. The Chairperson clarified that the owner can authorize a representative using a special power of attorney and in turn, the authorized representative can send someone else in behalf of them using an authorization letter. Both documents should be submitted during the opening of bids.
<p>SPECIAL CONDITIONS OF THE CONTRACT</p>	<p>The PMOIC discussed the contents included of the bidding documents. No questions, clarifications and/or amendments were raised.</p>
<p>SPECIFICATIONS</p>	<ol style="list-style-type: none"> 1. The prospective bidder asked if this includes an elevated tank. The End-User affirmed this and added that they want a tank with a hypochlorination treatment facility. The bidder asked about the source of the water in the hospital. The End-User replied that their water comes from the local provider although the design should include the deep well as a source since this will be one of the projects of the hospital next year. 2. The prospective bidder asked if the tanks and the works were considered in the budget for the contract. The End-User affirmed this. 3. Engr. Dorado clarified that since the project is a design and build, the bidder should submit a preliminary concept design. 4. The Chairperson reminded the bidder of the value-engineering analysis. Engr. Dorado stated that this can be a narrative, statement or justification on why the design was such. 5. The prospective bidder asked if there are variations in the work during construction. The Chairperson replied that a site inspection was required for the prospective bidders. The PMOIC stated that the bidder needs to study the site of the project before they send their proposed design. The bidder took note of this. 6. The bidder asked about the required equipment for the project. The PMOIC replied that there is no equipment required for the project. 7. The PMOIC emphasized that a personnel can occupy two (2) positions as stated in the bidding documents.

BIDDING FORMS	The PMOIC discussed the various forms included in the bid documents. No questions, clarifications and/or amendments were raised.
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II. OTHER DISCUSSIONS

OTHER MATTERS	<ol style="list-style-type: none"> 1. The PMOIC reiterated the notarization of the documents. He added that the identification card used for the notarization must be stated as well as the identification number pursuant to notarization rules. 2. The PMOIC further clarified that the pages of the ANNEX "A" – Financial Bid Form of the prospective bidders should all be signed with a full signature. 3. The Chairperson stated that if the bidders still have any questions/clarifications, they can put it in writing and send it within the prescribed period stated in the bidding documents.
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ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 12:05 PM.
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CERTIFICATION	We certify that the foregoing is the true account of the Prebid Conference conducted on Friday, August 30, 2019.
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PREPARED BY	(Sgd.) ENGR. YUJI C. HOSHINA, ECT Member, Procurement Division V
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CERTIFIED CORRECT	(Sgd.) ENGR. NICOLE JOHN D. CABUEÑOS Provisional Member, Bids and Awards Committee V (Sgd.) MS. MARIA BERNARDINA L. IDRIS AdHOC Member, Bids and Awards Committee V (Sgd.) MR. WEBSTER M. LAUREÑANA Chairperson, Bids and Awards Committee V
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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.