

# MINUTES OF MEETING

August 14, 2020	10: 00 AM	Conference Room A, B, and 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 ASCOM Facilities at Camp Aquino, Tarlac for the Bases Conversion and Development Authority</b>
<b>REFERENCE NO.</b>	<b>PB No. 20-022-3</b>
<b>ATTENDEES</b>	<p><b>Special Bids and Awards Committee</b>            Engr. Jaime M. Navarrete Jr.                      Chairperson            Engr. Nicole John D. Cabueños                      Vice Chairperson            Atty. Earvin Jay Alparaque                      Regular Member            Engr. Leigh Ann F. Pua                      Provisional Member            Ms. Hedda Y. Rulona                      Ad Hoc Member</p> <p><b>BAC Support</b>            Engr. Marwan Amil                      Member, Technical Working Group            Ms. Rosemarie N. Andulan                      Secretariat</p> <p><b>End-User’s Representative</b>            Mr. Aristotle E. Guerrero                      Member, Technical Working Group            Mr. Vergel Q. Paras                      Member, Technical Working Group            Mr. Jules O. Aficial                      BCDA            Mr. Mark P. Torres                      BCDA            Mr. Joshua M. Bingcang                      BCDA</p> <p><b>Observers:</b>            BGEN. Joselyn Regis-Bandarlippe                      Philippine Army            Col. Lawrence C. Carreon MNSA (CE)                      Philippine Army            Cpt. Louie M. Ocampo (CE)                      Philippine Army            Cpt. Joemar D. Zulueta (CE)                      Philippine Army            Maj. Danny Rey C. Montemayor (CE)                      Philippine Army</p>

	<p><b>Prospective Bidders:</b>  A.M. Oreta &amp; Co., Inc.  Pacific Concrete  Hillmarks Construction Company  C.B. Garay PhilWide Corp.  Millenium Erectors Corporation  AICC Engineering  RC Ramos Construction Corp.  RII Builders Corp.  BBIP  EGB Construction  Jabcon Builders  HCC  PHESCO INC.  EM Brocal  MAC Builders  CAMCE  Jomarcán Gen. Construction  BF Corp.  Tokwing Construction  Grandsky Const.  Qing Tian  CHEC  A.N. Ibarra  Unimasters  MSV Construction  Vicente T. Lao Const.</p>
<p>CALL TO ORDER</p>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Pre-bid Conference</b> started at 10:03 AM with the Chairperson presiding. He then instructed Ms. Andulan to acknowledge the presence of the attendees in the room and those who joined through the video conference platform.</li> <li>2. Ms. Andulan, likewise, presented the Invitation to Observers however none confirmed attendance.</li> <li>3. Having established the required quorum, the Chairperson asked Ms. Andulan to proceed with the presentation of the general requirements in government procurement of Infrastructure Project.</li> </ol>

## DISCUSSION

### BID DOCUMENTS

INVITATION TO BID	ITB 6 Page 6		
	<b>xxx</b>		
	ACTIVITIES	SCHEDULE	VENUE
	Advertisement/Posting of Invitation to Bid	August 07, 2020	PhilGEPS website, PS website, and at any conspicuous place reserved for this purpose in the premises of PS.
	Issuance and Availability of Bid Documents	August 07, 2020	PS Cashier and PhilGEPS website
	Site Inspection	To be scheduled after the Pre-Bid Conference	Camp Gen. Servillano S. Aquino, Tarlac.
	Pre-Bid Conference	August 14, 2020 at 10:00AM	PS Conference Room, Cristobal St., Paco, Manila
	Last day of Submission of Written Clarifications	September 02, 2020	PS Main Office Cristobal St., Paco, Manila or email at pd3@ps-philgeps.gov.ph
	Last day of Issuance of Supplemental Bid Bulletin	September 07, 2020	PhilGEPS website, PS website, PS bulletin board
	Deadline of Submission and Receipt of Bids	September 14, 2020 ; 10:00 AM	PS Conference Room, Cristobal St., Paco, Manila
Opening of Bids	Immediately after the deadline for submission of	PS Conference Room, Cristobal St., Paco, Manila	

	<p style="text-align: center;"><b>Bids.</b></p> <p>xxx The Secretariat explained the aforementioned schedule of bidding activities.</p> <p><b>The Chairperson explained that prospective bidders may raise any concerns/ clarification from August 14, 2020 to September 2, 2020<sup>[1]</sup> about the bidding documents. The same will be clarified through a bid bulletin which will be issued on or before 07 September 2020. <sup>[2]</sup></b></p> <p><b>Ms. Rulona assured the prospective bidders that DBM-PS will immediately issue a bid bulletin for the schedule of the site inspection.</b></p>																																								
<p><b>INSTRUCTIONS TO BIDDERS</b></p>	<p>NO QUESTION FROM THE PROSPECTIVE BIDDERS</p>																																								
<p><b>BID DATA SHEET</b></p>	<p>BDS Clause 12.1(b)(ii.3) Page 40</p> <p>xxx</p> <p style="text-align: center;"><b>List of minimum equipment requirement [sic].</b></p> <table border="1" data-bbox="513 1146 1406 1591"> <thead> <tr> <th>No</th> <th>TYPE OF EQUIPMENT</th> <th>CAPACITY</th> <th>QUANTITY</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Mobile Crane</td> <td>60 Tons</td> <td>4</td> </tr> <tr> <td>2</td> <td>Backhoe</td> <td>1 cu. m.</td> <td>4</td> </tr> <tr> <td>3</td> <td>Bulldozer</td> <td>105 HP</td> <td>2</td> </tr> <tr> <td>4</td> <td>Pay Loader</td> <td>1.9 cu. m.</td> <td>4</td> </tr> <tr> <td>5</td> <td>Vibratory Road Roller Compactor</td> <td>10 Tons</td> <td>2</td> </tr> <tr> <td>6</td> <td>10-Wheeler Truck with Boom</td> <td>5 Tons</td> <td>3</td> </tr> <tr> <td>7</td> <td>Transit Mixer</td> <td>6 cu. m.</td> <td>6</td> </tr> <tr> <td>8</td> <td>Dump Truck</td> <td>12 cu. m.</td> <td>8</td> </tr> <tr> <td>9</td> <td>Generator Set</td> <td>150 KVA</td> <td>1</td> </tr> </tbody> </table> <p>xxx The representative of EM Brocal requested to reduce the capacity</p>	No	TYPE OF EQUIPMENT	CAPACITY	QUANTITY	1	Mobile Crane	60 Tons	4	2	Backhoe	1 cu. m.	4	3	Bulldozer	105 HP	2	4	Pay Loader	1.9 cu. m.	4	5	Vibratory Road Roller Compactor	10 Tons	2	6	10-Wheeler Truck with Boom	5 Tons	3	7	Transit Mixer	6 cu. m.	6	8	Dump Truck	12 cu. m.	8	9	Generator Set	150 KVA	1
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	<p>requirement of the mobile crane to a minimum of twenty-five (25) tons since it is enough for the construction of the buildings.</p> <p><b>Ms. Rulona stated that DBM-PS will review this concern, the same will be reflected in the Bid Bulletin, if any amendment is made.</b></p>
<p>GENERAL CONDITIONS OF CONTRACT</p>	<p>NO QUESTION FROM THE PROSPECTIVE BIDDERS</p>
<p>SPECIAL CONDITIONS OF THE CONTRACT</p>	<p>NO QUESTION FROM THE PROSPECTIVE BIDDERS</p>
<p>SCHEDULE OF REQUIREMENTS</p>	<p>The representative of RII Builders Corp. inquired on the schedule for the conduct of site inspection.</p> <p><b>The Chairperson answered that the date is yet to be scheduled. However, the site inspection shall be done with proper coordination with the Philippine Army and must be completed within a day.</b></p> <p><b>Ms. Rulona, in affirming the answer of the Chairperson elaborated that since Camp Aquino is an active military base, strict guidelines for entry shall be implemented.</b></p> <p><b>In this regard, the SBAC will issue a bid bulletin for the schedule of the site inspection. Prospective bidders must submit to BCDA the name of their representative for the same. Thereafter, the final list of visitors will be coordinated with the Philippine Army for the issuance of proper clearance for entry in the premises.</b></p> <p>A prospective bidder inquired if the identification card must likewise be presented for the site inspection.</p> <p><b>Ms. Rulona clarified that IDs of the representatives must be attached in the endorsement of the prospective bidder that will be submitted to the Philippine Army. Finally, Ms. Rulona reminded the prospective bidders that the time and place for the conduct of site inspection will likewise be announced in the bid bulletin.</b></p> <p><b>xxx</b></p> <p>One of the prospective bidders wanted to know if the certificate of site inspection shall form part of the bid proposal.</p>

	<p><b>The Chairperson explained that the site inspection certificate is not part of the eligibility requirements. However, the conduct of site inspection will provide prospective bidders a better appreciation of the project at hand and will be able to submit a good proposal.</b></p> <p>xxx</p> <p>The representative of BF Corp. sought to clarify the documents and permits that are required for the site inspection in Tarlac.</p> <p><b>The Chairperson took note of this concern and will be referred to the BCDA.</b></p>
<p>TECHNICAL SPECIFICATIONS</p>	<p>The representative of MSV Construction sought to know if the Final Construction Drawing for this project is already complete.</p> <p><b>The Chairperson manifested that the construction plans and the detailed drawings are available and already posted in the PhilGEPS Website.</b></p>
<p>BID FORMS</p>	<p>The representative of RII Builders Corp. sought to know if the submission of the DUPA for all the items to be bid is required.</p> <p><b>To simplify the requirement, the Chairperson clarified that the bidder shall only submit the Bill of Quantities (BOQ) supported by the Detailed Estimates Form indicating therein the unit price. He emphasized that this requirement is only applicable for this bidding project.</b></p> <p>The same representative requested for the Excel copy of the BOQ.</p> <p><b>The Chairperson answered in the affirmative and stated that the Excel copy of the BOQ will be provided to the prospective bidders.</b></p> <p><b>In relation thereto, Ms. Rulona manifested that in case of inconsistency between the Excel copy and the PDF copy, the latter shall prevail.</b></p>

<p>OTHER MATTERS</p>	<p>The representative of EM Brocal asked for clarification on the PRC Licenses of the Key Personnel that shall be commissioned for the project. He stated that due to the pandemic, the renewal of such license has been moved to further</p>

dates.

**Mr. Guerrero clarified that the proof such as an official issuance that the renewal of the PRC license has been moved shall be presented.**

The representative of the BF Corp. recommended requiring only the proof of renewal considering the resumption of processing for the PRC license is still not certain.

**The Chairperson clarified that proof of renewal may be accepted in case the PRC license of the Key Personnel has already expired. However, this will still be subject for review and any modification on this requirement will be posted through the issuance of the bid bulletin.**

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**The Chairperson explained that for infrastructure projects, the applicable VAT is twelve percent (12%). However, for purposes of preparation and determining the Approved Budget for the Contract (ABC), the VAT used therein is 5%. The correction for this matter will be issued through a Bid Bulletin.**

xxx

The representative of RII Builders Corp. inquired on who will shoulder the cost for acquiring permits and licenses for the procurement project.

**The Chairperson explained that all the expenses pertaining to the licenses and permits shall be borne by the bidder.**

xxx

The representative of BF Corp. wanted to clarify if the BCDA is the procuring entity of this bidding project.

**The Chairperson clarified that the role of the Procurement Service (PS) is up to the recommendation of award while the BCDA, being the procuring entity of this bidding project will be responsible for the issuance of the Notice of Award (NOA) and contract implementation.**

**As observed by those who have already reviewed the bidding documents, all the communications related to the procurement**

	<p><b>process of this project, shall be addressed to the PS.</b></p> <p><b>As clarified, in the Special Conditions of the Contract (SCC) of the bidding documents, BCDA can be gleaned as the procuring entity.</b></p> <p>Furthermore, the representative of BF Corp. sought to know the role of the PS after the issuance of award.</p> <p><b>The Chairperson reiterated that the PS will only conduct the procurement, evaluation of the bid proposal jointly with the TWG from BCDA, and finally, the recommendation of award.</b></p>
<p>ADJOURNMENT</p>	<p>Having no other matters for discussion, the meeting was adjourned at 12:00 PM</p>
<p>CERTIFICATION</p>	<p>We certify that the foregoing is the true account of <b>Pre-bid Conference</b> conducted on August 14, 2020.</p>
<p>PREPARED BY</p>	<p>(SGD.)  <b>MS. ROSEMARIE N. ANDULAN</b>  BAC SECRETARIAT</p>
<p>CERTIFIED CORRECT</p>	<p>(SGD.)  <b>MS. HEDDA Y. RULONA</b>  Ad Hoc Member, Special Bids and Awards Committee</p> <p>(SGD.)  <b>ENGR. LEIGH ANN F. PUA</b>  PMOIC, Special Bids and Awards Committee</p> <p><b>ATTY. EARVIN JAY ALPARAQUE</b>  Regular Member, Special Bids and Awards Committee</p> <p>(SGD.)  <b>ENGR. NICOLE JOHN D. CABUEÑOS</b>  Vice Chairperson, Special Bids and Awards Committee</p>



(SGD.)  
**ENGR. JAIME M. NAVARRETE JR.**  
Chairperson, Special Bids and Awards Committee