MINUTES OF THE PRE-BID CONFERENCE

Procurement Project for the
Repair of Covered Pathwalk from MLBS to Machine Shop
(IB# GA-BAC-2019-IP-02)
30 July 2019 10:00 A.M.

Present were:

**Bids and Awards Committee**
Ms. Teresita L. Vitug - Chairperson
Ms. Avelina C. Aliangan - Vice-Chairperson
Ms. Amelia Q. Omadto - Member
Engr. Jopari P. Noceda - Member

**Technical Working Group II**
Engr. Crisostomo M. Marcos - Chairperson
Mr. Joseph Michael S. Patague - Legal Officer
Engr. Ryan Ray M. Santos - Technical Officer
Ms. Desiree P. Quindoy - Financial Officer

**BAC Secretariat**
Ms. Rosario B. Tuazon - Head
Mr. Argel Joseph Bagtas - Member
Ms. Kimberly Abbey M. Perez - Member
Ms. Johnna N. Oliveria - Member

**Prospective Bidders**
Mr. Romeo G. Talao - Next Focus Enterprise
Mr. Paul Jehan L. Yumena - PCMJ Enterprise
Mr. Chealsca Nicole Corder - PCMJ Enterprise
Mr. Primo C. Mendoza Jr. - PCMJ Enterprise
Mr. Ric T. Diverson - RTDJR Construction and Supply
Mr. Bernardo Cureg - De Jesus Construction
Mr. Alex Evan Cureg - De Jesus Construction
Mr. Mark Reyes - Mecon Systems Service and Maintenance Products

A. Administrative Briefing

1. The Pre-Bid Conference for the Procurement Project Repair of Covered Pathwalk from MLBS to Machine Shop with an ABC amounting to PhP1,845,000.00 was held on 30 July 2019, 10:00 AM at the Government Arsenal, DND, Camp General Antonio Luna, Limay, Bataan. The Chairperson of the Bids and Awards Committee (C, BAC) presided over the conference.

2. C, BAC called to order the conference. Five (5) prospective bidders, namely: Next Focus Enterprise, PCMJ Enterprise, RTDJR Construction and Supply, De Jesus Construction, and Mecon Systems Service and Maintenance Products attended the conference.
3. Engr. Santos and Ms. Quindoy, TWG II members, presented the briefing on the bidding procedures wherein the bidders were given the opportunity to raise their concerns as shown below. Likewise, salient points were given emphasis, to wit:

- **Delivery Period**
  
  Within sixty (60) calendar days from the receipt of Notice to Proceed.

- **Eligibility Requirements**

  Bidders may submit their Class “A” Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the IRR, or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership (with Annex/es forming part of the Certificate) in lieu of their uploaded file of Class “A” Documents, or a combination thereof. In case the bidder opted to submit their Class “A” Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the IRR.

  **Class “A” Documents are:**

  (a) Registration certificate from the SEC, DTI for sole proprietorship, or CDA for cooperatives, or any proof of such registration;

  (b) Mayor’s permit issued by the city or municipality where the principal place of business of the prospective bidder is located or equivalent document for Exclusive Economic Zones or Areas;

  (c) Tax Clearance per Executive Order 398, series of 2005, as finally reviewed and approved by the BIR;

  (d) Audited financial statements, stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission; and

  (e) A valid Philippine Contractors Accreditation Board (PCAB) license (min. D) and registration for the type and cost of the contract to be bid.

  Mr. Mendoza, a representative of PCMJ Enterprise, informed the committee about their expired PCAB License. According to him, it was expired on 30 June 2019 and they already applied for its renewal. Unfortunately, they still don’t have the updated license. He asked if they may submit the expired PCAB License together with the receipt of its renewal application as part of their Class “A” Documents on the submission and opening of bids. Ms. Quindoy answered that the required, as stated in the bidding document, is a valid PCAB License; however, bidders may submit their updated PhilGEPS Certificate under Platinum category with its Annex/es in lieu of the Class “A” Documents. Ms. Quindoy added that in such case, the Class “A” Documents of the Lowest Calculated Bidder (LCB) shall be submitted prior to its post-qualification.

  Meanwhile, C, BAC asked other bidders if they have the same problem on their PCAB License. All responded that they already secured their renewed and valid PCAB License. C, BAC reminded the representatives of PCMJ Enterprise that in case they will be declared as the LCB and their renewed PCAB License is still not available during the post-qualification period, that would be a ground for disqualification.

  Moreover, Mr. Patague, TWG II Legal Officer, also reminded the bidders that the PCAB License must be valid so as its Registration for Government Projects as appearing on the license.
• **Statement of all on-going contracts**
  Statement of the prospective bidder of all its on-going government and private contracts, including contracts awarded but not yet started, if any, whether, similar or not similar in nature and complexity to the contract to be bid.

  **NOTE:** Projects where a Notice of Award (NOA) has been issued, but for which no contract has been signed yet, should be included in the statement as required under Section 23.1(a)(iv) of the IRR of RA9184 because these are already considered awarded contracts.

  **In the absence of on-going projects, state non-applicability.**

• **Statement of SLCC**
  Statement of the prospective bidder of at least one single largest completed contract within 5 years from the date of submission and receipt of bids that is similar to the contract to be bid whose value must be at least 50% of the ABC.

  or

  A statement of at least two (2) completed similar contracts and the aggregate contract awards should be equivalent to at least 50% of the ABC and the largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

  **NOTE:** Provided, however, that contractors under Small A and B categories without similar experience on the contract to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost (ARCC) of their registration based on the guidelines as prescribed by the PCAB.

  Section 23.4.2.4 of IRR RA9184 and PCAB BOARD Resolution No. 201, Series of 2017. Revisiting and Adjusting the Financial Requirements of License Categorization; Single largest Project Completed; and Allowable Ranges of contract Costs for registration of contractors for Government Projects

  For this purpose, similar contracts shall refer to infrastructure projects.

• **Joint Venture Agreement**
  JVA in accordance with RA4566 and its IRR (Special Licensed issued by CIAP). Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.

• **Key Personnel**
  The minimum work experience requirements for key personnel for each lot are the following:

<table>
<thead>
<tr>
<th>Key Personnel</th>
<th>General Experience</th>
<th>Relevant Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Project Manager</td>
<td>3 years</td>
<td>2 years</td>
</tr>
<tr>
<td>2. Project Engineer</td>
<td>1 year</td>
<td>1 year</td>
</tr>
<tr>
<td>3. Safety Officer</td>
<td>1 year</td>
<td>1 year</td>
</tr>
<tr>
<td>4. Foreman</td>
<td>1 year</td>
<td>1 year</td>
</tr>
<tr>
<td>5. Welder</td>
<td>3 years</td>
<td>2 years</td>
</tr>
<tr>
<td>6. Tinsmith</td>
<td>2 years</td>
<td>1 year</td>
</tr>
<tr>
<td>7. Mason</td>
<td>2 years</td>
<td>2 years</td>
</tr>
</tbody>
</table>

• **Equipment**
  The minimum major equipment requirements for all lots are the following:

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Capacity</th>
<th>No. of Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welding Machine</td>
<td>-</td>
<td>1</td>
</tr>
<tr>
<td>Utility Vehicle</td>
<td>-</td>
<td>1</td>
</tr>
</tbody>
</table>
Bid Submission

Bid shall be submitted in two (2) separate sealed envelopes:

First Envelope - Eligibility and Technical Components
Second Envelope - Financial Components

Each Bidder shall submit: One (1) original / certified true copy; and Six (6) machine copies of the first and second components of its bid except for the Omnibus Sworn Statement, Bid Security and Bid Form which must be actual original. All documents shall be properly tabbed.

Mr. Talao, representative of Next Focus Enterprise, asked the committee if the Bid (Bid Form and Bid Price) should not be attached in the Technical Components. Ms. Quindoy explained that the Bid is the Financial Component of the bidder and must be sealed in one envelope separate to the Eligibility and Technical Components which shall also be sealed in another envelope. The BAC shall open first the envelope containing the Eligibility and Technical Components. Bidders who have been rated “passed” and declared as “eligible to bid” shall advance to the opening of second envelope containing the Financial Components.

Post-Qualification Requirements

Other permits and licenses:

a. Registration Certificate
b. Mayor’s Permit
c. Tax Clearance
d. Audited Financial Statement
e. PCAB (Min. D)
f. Company Profile of the bidder

Warranty

The warranty against structural defects / failures, except those occasioned on force majeure, shall cover the period of two (2) years, reckoned from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity.

Progress Payment

Progress payment for 50% and 75% completion is allowed upon submission of work accomplishment (SWA) or progress billing and corresponding request for progress payment for work accomplished duly verified by the Procuring Entity’s representative, subject to 10% retention to be released after one (1) year from acceptance and / or posting of Surety Bond to cover warranty period.

Implementation of Cash-based Budgeting

Contracts intended to be implemented for the fiscal year should be fully delivered by the end of the fiscal year. This means that agencies and suppliers must complete (implemented, delivered and accepted) their contracts by the end of 2019, regardless of possible delays. Payment, however, may be extended up to three (3) months or until March 2020.

B. Issues and Concerns

Article II (Item 3) - Removal of existing roofing and framings, to include 17 pairs of pipe posts

Mr. Cureg of De Jesus Construction asked if all the framings and posts shall be replaced. Engr. Santos answered that the existing framings shall be removed but only 17 pairs of pipe posts shall be replaced.
• **Article II (Item 7)** - Roofing and welding works

   C, BAC asked whether the bidders will fabricate the trusses outside GA or will they do all the welding works here at GA. Mr. Talao of Next Focus asked if there will be an additional cost for the electricity consumed. C, TWG replied that a sub-meter will be provided and that the contractor will be the one to pay for the consumed electricity. C, BAC suggested that they may fabricate the trusses outside the GA to ease their burden in paying the electric bill.

• **Article II (Item 10)** – Clean-up of excavated soil, including hauling and turn-over of demolished materials to GA SAO

   Supplies, materials and equipment that coming in and out of GA are for the accountability of the Government Arsenal's Supply Accountable Officer (GA SAO). The winning bidder shall meet the GA SAO during the pre-job conference.

• **Drawing No. CMS-2018-034 (Sheet No. S-03)**

   Mr. Cureg asked for material to be used for roofing, whether ordinary corrugation or rib-type. Engr. Santos replied that as per drawing, it should be pre-painted rib-type.

   Mr. Yumena of PCMJ Enterprise asked if the flashing would mean surrounding the whole pathwalk. Engr. Santos replied that flashing shall be installed at every side end of roofing as shown on the approved plan.

• **Drawing No. CMS-2018-034 (Sheet No. E-01)**

   C, BAC asked for the type of light to be used and Engr. Santos replied that, as stated on the drawing, it is tubular LED. C, BAC further asked if there is a cage for the LED. Engr. Santos clarified that it would be screwed on the frame.

Having no other matters to discuss, C, BAC adjourned the meeting at 10:55 A.M.

Prepared by:

![Signature]

ARGEL JOSEPH BAGTAS
Secretariat

Noted by:

![Signature]

MSTERESITA VITUG
Chairperson, GA BAC