

BIDS AND AWARDS COMMITTEE
Minutes of the Meeting
Pre-Bidding Conference for the Supply and Delivery of Various
Construction Materials (Property/Supply Warehouse - Phase 1)

April 18, 2018 at 9:00 A.M.

Minutes of the Pre-Bidding Conference for the Supply and Delivery of Various
Construction Materials (Property/Supply Warehouse - Phase 1)

Present:

Atty. Dante A. Arcangeles - BAC Chairperson
Engr. Lizalyn B. Baylon - BAC Vice-Chairperson
Engr. Joece B. Belvis - BAC Member
Engr. Zaldy A. Lacson - BAC Member
Nelin B. Andong - BAC Member
Shalmahr B. Vito - Head, BAC TWG
Engr. Mario B. Bernas - TWG Member
Marjorie A. Dela Cruz - Head, BAC Secretariat
John Francis P. Roldan - BAC Secretariat
Criselda D. Fonte - BAC Secretariat
Anna Rhea R. Basilonia - BAC Secretariat

Other Present:

Rolly Deambo - Sales Clerk, Mirola Hardware
Charlie Cegas - Representative, Chedmaryl Construction
and Supply
Pedro Guererro - Representative, NNG Hardware

Declaration of Quorum:

The Chairman called the Meeting to Order at 9:00 A.M.

Upon determination of the BAC Secretariat that all the members are present, she announced that there was a Quorum.

The BAC, then proceeded to transact its business for the Pre-Bidding Conference for the Supply and Delivery of Various Construction Materials (Property/Supply Warehouse - Phase 1) with an Approved Budget for the Contract of One Million Two Hundred Fifty-Four Thousand Five Hundred Pesos (P1,254,500.00). However, it was divided into two (2) lots, to wit:

ABC for Lot 1 - P1,085,797.03 (Construction Materials)

ABC for Lot 2 - P 168,702.97 (Roofing)

The requesting unit, General Services Division. It was recommended for public bidding and was subsequently approved through BOD Resolution No. 24 dated March 12, 2018.

Proceedings:

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- The Chairman gave her opening statement for the pre-bid at hand. Then, requested the bidders representative to introduced themselves and the company they represent.
- In response to the query of the Chairman, the Head of the BAC Secretariat apprised the Committee that the BAC sent a letter of invitation to three (3) prospective bidders on April 11, 2018. The Detail Tracking Report of the PhilGEPS website, shows that there were two (2) prospective bidders downloaded in the Opportunity Request List, namely: UPTOWN INDUSTRIAL SALES, INC. and U1MIG ENTERPRISE but nobody purchase the bidding document.
- Atty. Arcangeles reminded the Committee the purpose of the pre-bid conference is to revisit the eligibility/technical/financial requirements and to give chance to all prospective bidders to clarify things or matters that would not clear to them by raising their questions/clarifications. He also informed the prospective bidders present in the conference that they can join the bidding in both lots or either of the two (2) lots.
- As instructed by the Chairman, the Committee proceeded to the Invitation to Bids. Having no comments, they go over to the Checklist of Requirements for Bidders, the eligibility requirements 1 to 9.
- Thereafter, Miss Vito asked some clarification on Eligibility Requirements no. 4 particularly for the bidders' to have at least one (1) single largest contract equivalent to or at least twenty-five percent (25%) of the ABC for the last two (2) years which is similar in nature to the goods being offered. According to her, the procurement at hand is Infrastructure but Engr. Baylon reasoned out that when you go on Infrastructure, there is a component of labor and materials.
- The Committee discussed the required percentage to be used for the computation on the similarity in nature of the goods being offered.
- The Chairman verify a particular provision of IRR to define the applicability of the twenty-five percent (25%) and fifty percent (50%). He requested the Head of the BAC Secretariat to read out the definition of Expandable Supplies and Non-Expandable Supplies.
- Pursuant to Section 5 of the Revised IRR of RA 9184, "Expandable Supplies refers to articles which are normally consumed in use within one (1) year or converted in the process of manufacture or construction, or those having life expectancy of more than one (1) year but which shall have decreased substantially in value after being put to use for only one (1) year (e.g. medicines, stationary, fuel, and spare parts)" while "Non-Expandable Supplies refers to articles which are not consumed in use and ordinarily retain their original identity during the period of use, whose serviceable life is more than one (1) year and which add to the assets of the GOP (e.g. furniture, fixtures, transport and other equipment). For this IRR, the term non-expandable supplies shall include semi-expandable supplies property."

[Handwritten signatures and initials on the left margin, including "Baylon" and "Vito"]

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- After having read by the Secretariat the definition of Expendables and Non-Expendables Supplies, the BAC Chairman eager to know when to apply the twenty-five percent and fifty percent.
- The Vice Chairman asserted that the procurement at hand is an expendable supplies which requires twenty-five percent in SLCC because the goods is converted in the process of manufacture or construction.
- As requested by the Chairman, Engr. Baylon again read out the definition of Expendable and Non-Expendable supplies. She also elaborate and explained further the meaning of expendable. According to her, the construction materials to be procured is treated as expendable supplies, however, once it was a building that will be considered as non-expendable supplies.
- After thorough discussion, the Committee agreed to retain the twenty-five percent in the SLCC requirement.
- Atty. Arcangeles asked the prospective bidders if they have any queries on the technical requirements.
- The representative of Chedmaryl Construction & Supplies inquire the number of copies of bidding documents to be submitted during bid opening.
- Miss Dela Cruz answered that the bidder shall submit four (4) copies of technical/financial proposal, the original copy, copies 1,2 & 3, however, the submitted bid financial proposal shall be on a per lot basis and each lot is required to have separate envelope.
- The Committee go over to technical requirements 10 to 17.
- Atty. Arcangeles apprised the prospective bidders about the new technical requirements no. 17- "Certification from the bidder stating the fact that it has no delinquent delivery from Metro Roxas Water District until the bid opening." Then he explained to the bidders that they must have no undelivered goods to MRWD until the bid opening. Except, if the procuring entity requested the bidder that the delivery period will be extended or if the request of the bidder to extend the delivery period was granted by the Head of Procuring Entity (HoPE).
- The Chairman read out Financial Proposal form contents and advised the bidders' representative to use the prescribed form as indicated in the bidding document.
- The Committee proceeded to Technical Specifications.
- Afterwards, the Chairman asked the prospective bidders' if they have a copy of technical specification.
- During the meeting, another prospective bidder's representative arrived. He introduced himself as Pedro Guererro representative of NNC Hardware from Banica, Roxas City.

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- The Secretariat gave a copy of Invitation to Bid, Checklist of Requirements for Bidders, and Technical Specification to Mr. Guererro.
- The Chairman asked the Mr. De Justo his preferred brand of marine plywood.
- According to end-user, his brand preference is Nebraska because its has a good quality and durable unlike to other brands
- Subsequently, in lot 2 item 1, Mr. De Justo corrected the thickness of prepainted Rib-Type Longspan, it must be 1.13m x0.5mmx 6.2m(blue) instead of 1.13m x5mx 6.2m(blue).
- The Committee corrected lot 2 number 5 as Sealant instead of using the brand name Vulca Seal.
- Since there was no other comments in the technical specification, the conference adjourned at 10:03 AM.

Prepared by:



MARJORIE A. DELA CRUZ
Head, BAC Secretariat

APPROVED BY:



ATTY. DANTE A. ARCANGELES
Chairperson



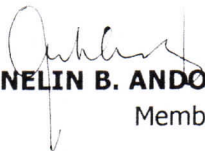
ENGR. LIZALYN B. BAYLON
Vice-Chairman



ENGR. ZALDY A. LACSON
Member



ENGR. JOECEL B. BELVIS
Member



NELIN B. ANDONG
Member