

PMO PALAWAN
BIDS AND AWARDS COMMITTEE (BAC)
Minutes of the PMO-PLW-BAC Meeting No. 02-2019
Pre-Bidding Conference for the project:
Provision of Modular Passenger Shed, Port of Coron, Coron, Palawan
May 16, 2019, 1:00 P.M.
PMO Palawan Conference Room, 2nd Floor, PPA Admin. Building
Port Area, Puerto Princesa City, Palawan

A. Attendance

Present:

Bids and Awards Committee

Mr. Erwin S. Gatpandan	Chairperson, BAC/Division Manager B, TMO Coron
Engr. Nelson Y. Caabay, Jr.	Vice-Chairperson/Principal Engineer A
Mr. Allan S. Manuel	Member, BAC/Port Police Chief Inspector

BAC Secretariat

Ms. Mariza O. Nallana	Head-Secretariat/Cashier A
Ms. Laila B. Briones	Member, Secretariat/HRMO II
Ms. Johanna C. Gopaco	Member, Secretariat/Cashier B
Ms. Essie Ivana P. Bacchus	Member, Secretariat/Procurement Officer B

Technical Working Group

Arch. Allan P. Aborot	Head, TWG/Supervising Engineer A
Mr. Armando M. Serraon	Member, TWG/Acting GSO A
Ms. Nora Angela B. Antenor	Member, TWG/Admin Officer IV

Observer

Ms. Elena C. Oab	COA Representative
------------------	--------------------

Prospective Bidder

Ms. Susie Lamban	Four M Builders Representative
------------------	--------------------------------

Absent:

Ms. Frasy M. De Guzman <i>(on official leave)</i>	Member/Manager, Admin. Division
Ms. Marites C. Cohen <i>(on official leave)</i>	Member, BAC/Executive Assistant A
Engr. Marilou G. Rebras <i>(on official business/travel)</i>	Member, Secretariat/Supervising Engineer A

B. Call to Order

The meeting, presided over by the Chairperson, was called to order at 1:20 P.M. The presence of the members, technical working group, secretariat, observer and prospective bidder was acknowledged, and having majority of the BAC members present, a quorum was declared.

The BAC proceeded with the main agenda.

C. Reading and Approval of Minutes of the Pre-Procurement Conference

Copies of the Minutes of the Pre-Procurement Conference held on May 2, 2019 were distributed to the BAC members for review and approval. After the review, Engr. Nelson Y. Caabay Jr. moved for the approval and adoption of the Minutes of the Meeting No. 01-2019 as corrected, duly seconded by Mr. Allan S. Manuel.

51

52 **D. Pre-Bidding Conference**

53 The Vice-Chairperson read and explain thoroughly the Instructions for the Submission of Bids to the
54 prospective bidder and advised that all instructions, details and requirements of the projects are stated
55 in the Philippine Bidding Documents. The Vice-Chairperson change the copies of documents that the
56 prospective bidder must submit from eight (8) copies to five (5) copies; 1 original and 4 photocopies.

57

58 The prospective bidder was further reminded that the opening of bids is on May 29, 2019 and all bids
59 must be submitted on or before 8:30 A.M. of May 29, 2019 and he advised to synchronize their time
60 with PMO Palawan.

61

62 **E. Other matters**

63 None

64

65 **E. Schedule of the next meeting**

66 The Chairperson announced the schedule of the opening of bid conference for this project on May 29,
67 2019 at 9:00 A.M.

68

69 **F. Adjournment:**

70 There having no other concerns from the BAC Members, the Vice-Chairperson declared the meeting
71 adjourned at 2:00 P.M.

72

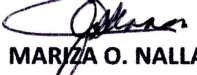
73 Prepared by:

74

75

76 
77 **ESSIE IVANA P. BACCHUS**
Member, Secretariat

Reviewed by:


MARIZA O. NALLANA
Head, Secretariat

Noted by:


ERWIN S. GATPANDAN
Chairperson, PMO-PLW-BAC