

PMO PALAWAN

**BIDS AND AWARDS COMMITTEE (BAC)**

Minutes of the PMO-PLW-BAC Meeting No. 38-2019

**Pre-Negotiated Conference for the project:**

**Procurement of Various Furniture, Fixtures and Equipment under Annual Equipment Procurement Plan (AEPP) FOR CY 2019**

October 28, 2019, 2:00 P.M.

PMO Palawan Conference Room, 2<sup>nd</sup> Floor, PPA Admin. Building

Port Area, Puerto Princesa City, Palawan

**A. Attendance**

Present:

**Bids and Awards Committee**

Engr. Nelson Y. Caabay, Jr.

Vice-Chairperson/ Principal Engineer A

Ms. Frasy M. De Guzman

Member/Manager, Admin. Division

Ms. Marites C. Cohen

Member/Executive Assistant A

**BAC Secretariat**

Ms. Mariza O. Nallana

Head, Secretariat/Cashier A

Ms. Johanna C. Gopaco

Member/Cashier B

Ms. Essie Ivana P. Bacchus

Member/Procurement Officer B

**Technical Working Group**

Ms. Nora Angela B. Antenor

Member, TWG /Admin Officer IV

Ms. Aileen R. Uy

Member/Corp. Finance Services Chief

Mr. Armando M. Serraon

Member/ Construction Foreman

Absent:

Mr. Erwin S. Gatpandan (*on-official travel*)

Chairperson/Division Manager B, TMO Coron

Engr. Allan S. Manuel (*on-official travel*)

Member/Acting Div. Manager, PPD

Engr. Marilou G. Rebras (*on-leave*)

Member/ Supervising Engineer A

Ms. Laila B. Briones (*on-official travel*)

Member/HRMO II

**Bidder**

Mr. Raul P. Chiva, Jr.

Representative, AGP Ind'l Sales & Services, Inc.

Ms. Cyril M. Echauge

Representative, Emcor, Inc.

Ms. Marry Anne Manuel

Representative, Emcor, Inc.

**B. Call to Order**

The meeting was presided over by the Vice-Chairperson and called to order at 2:10 P.M. The presence of the members, technical working group, secretariat and prospective bidders was acknowledged, and having the 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 Opening of Bids (Re-bid)**

Copies of the Minutes of the Opening of Bids (Re-bid) held on October 21, 2019 were distributed to the BAC members for review and approval. Engr. Nelson Y. Caabay, Jr. corrected to change line no. 18 into "Engr. Allan S. Manuel". Subsequently, Ms. Frasy M. De Guzman corrected to change the word in line no. 62 and 76 into "opened" and insert the phrase "due to disqualification the financial

51 bids were returned unopened" and moved for the approval and adoption of the Minutes of the  
52 Meeting No. 37-2019 as corrected, duly seconded by Ms. Marites C. Cohen.  
53

54 **D. Pre-Bid Conference**

55 The Vice-Chairperson explained thoroughly the important reminders/instructions for the Submission  
56 of Bids and instructed that all instructions, details, specifications and requirements of the projects  
57 must be observed. The Vice-Chairperson reminded that all forms must be filled with all information  
58 requested or put not applicable or "N/A", especially Form No. 6 – Joint Venture Agreement (JVA)  
59 form, improper or unfilled forms are grounds for ineligibility.  
60

61 The prospective bidders were further reminded that the deadline for submission of bids is on  
62 November 11, 2019 at 8:30 A.M. and the opening of bids is at 9:00 A.M. of the same date.  
63

64 **E. Other matters**

65 None  
66

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

68 The Vice-Chairperson announced that the schedule of the opening of bid conference for this project  
69 is on November 11, 2019 at 9:00 A.M.  
70


71 **F. Adjournment:**

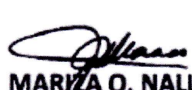
72 There having no other concerns from the BAC Members, the Vice-Chairperson declared the meeting  
73 adjourned at 2:29 P.M.  
74


75  
76 Prepared by:

Reviewed by:

Noted by:

77  
78  
79   
80 **ESSIE IVANA P. BACCHUS**  
Member, Secretariat

  
**MARIYA O. NALLANA**  
Head, Secretariat

  
**NELSON Y. CARBAY, JR.**  
Vice Chairperson, PMO-PLW-BAC