

PMO PALAWAN
BIDS AND AWARDS COMMITTEE (BAC)

Minutes of the PMO-PLW-BAC Meeting No. 43-2019

Pre-Bidding Conference for the project:

Supply, Delivery of Wires/Cables for PMO-Palawan Generators (Baseport, TMO-El Nido, Port of Taytay, TMO-Brooke's Point, Port of Buliluyan, TMO-Cuyo and TMO-Coron)

December 10, 2019, 9:00 A.M.

PMO Palawan Conference Room, 2nd 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
Engr. Allan S. Manuel	Member/Acting Div. Manager, PPD

BAC Secretariat

Ms. Mariza O. Nallana	Head, Secretariat/Cashier A
Ms. Laila B. Briones	Member/HRMO II
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

Absent:

Mr. Erwin S. Gatpandan	Chairperson/Division Manager B, TMO Coron
Engr. Marilou G. Rebras	Member, Secretariat/ Supervising Engineer A
Ms. Johanna C. Gopaco	Member, Secretariat/Cashier B
Mr. Armando M. Serraon	Member, TWG/Construction Foreman

Bidder

Mr. Julius Christopher J. Caguing	Representative, Mindanao Laboratory Services
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B. Call to Order

The meeting was presided over by the Vice-Chairperson and called to order at 9:09 A.M. The presence of the members, technical working group, secretariat and prospective bidder 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 Pre-Procurement Conference

Copies of the Minutes of the Pre-Procurement Conference held on December 2, 2019 were distributed to the BAC members for review and approval. Ms. Frasy M. De Guzman corrected to change the word "TMO-Taytay" into "Port of Taytay". In line No 47, Ms. Marites C. Cohen corrected to change the phrase into


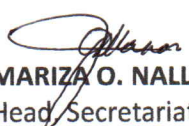

48 “Timetable of Activities were adjusted” and moved for the approval and adoption of the Minutes of the
49 Meeting No. 42-2019 as corrected, duly seconded by Ms. Frasy M. De Guzman.

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51 **D. Pre-Bid Conference**
52 The Vice-Chairperson read and explained thoroughly the important reminders and instructions for the
53 Submission of Bids to the prospective bidder and instructed that all instructions, details, specifications
54 and requirements of the projects must be observed. The Vice-Chairperson reminded that all blank spaces
55 must be filled with all information requested or put not applicable or “N/A”, improper or unfilled forms
56 are grounds for ineligibility.

57
58 **E. Other matters**
59 None

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61 **E. Schedule of the next meeting**
62 The Vice-Chairperson announced that the schedule of the opening of bid conference for this project is on
63 December 23, 2019 at 9:00 A.M.

64
65 **F. Adjournment:**
66 There having no other concerns from the BAC Members, the Vice-Chairperson declared the meeting
67 adjourned at 9:36 A.M.

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69 Prepared by: Reviewed by: Noted by:
70
71   
72 **ESSIE IVANA P. BACCHUS** **MARIZA O. NALLANA** **NELSON Y. CAABAY, JR.**
73 Member, Secretariat Head, Secretariat Vice-Chairperson, PMO-PLW-BAC