

PMO MOC BIDS AND AWARDS COMMITTEE
PRE-BID CONFERENCE MINUTES OF MEETING
 PPA PMO Misamis Oriental/Cagayan de Oro Admin Building 2 GAD Hall
 Port Area, Cagayan de Oro City
 16 December 2020; 9:00 A.M.

PROJECTS:

1. *Replacement of Damaged V-type Rubber Dock Fenders at Berth 5-7, Port of Cagayan de Oro*
2. *Repair of Damaged PCCP at Portion of Area G, 2nd Avenue and 2nd Street including Drainage Line and Concreting of Pavement at Portion of Back-up Area at Area Q, Port of Cagayan de Oro*

ATTENDANCE

Name	Office/Position
1. Ruby Maria O. Gumapon	BAC – Chairperson
2. Claro Samuel P. Fontanilla	BAC – Vice Chairperson
3. Edsel A. Calo	BAC – Regular Member
4. Jonathan F. Saliring	BAC – Provisional Member (online)
5. Roel Q. Madera	BAC – Provisional Member (online)
6. Lexter Lou V. Sevilla	BAC TWG Head-Infra Projects
7. Carmelita T. Dinero	BAC TWG Member
8. Marc M. Avellana	BAC Secretariat Head
9. Ryan P. Nalzano	BAC Secretariat Member
10. Fidela M. Sanchez	BAC Secretariat Member
11. Jonathan A. Perez	BAC Secretariat Member
12. Jaime L. Cuñado	LAJ Trucking & Builders Inc.
13. James Ryan Cuñado	LAJ Trucking & Builders Inc.
14. Quennie Rose Olalo	LAJ Trucking & Builders Inc.
15. Robertson Roño	LGC Construction
16. Edgardo Nave	JMT Construction
17. Herbert Quinto	JMT Construction
18. Severino Q. Pequiro	ZET Construction

CALL TO ORDER

The BAC Chairperson, Ms. Ruby Maria O. Gumapon, called for the start of the Pre-Bid Conference relative to the Public Bidding for the two (2) projects above-stated at 9:30 A.M. The attendees physically present and online were acknowledged, composed of the members of the BAC, TWG, Secretariat and representatives from the interested bidders. Moreover, the Chairperson informed the body that observers were invited thru a letter invitation dated December 9, 2020, accordingly, it was emailed and duly received/acknowledged by the invited observers, however, nobody attended the proceedings.

DISCUSSIONS

Agenda/Issue	Discussions	Resolutions/Comments
1. Checklist of Technical and Financial Documents to be	Salient points were thoroughly discussed among others including the amendments in some sections of the released PBD for the project	A Supplemental Bid Bulletin will be issued relative to the amendments/addendums, specifically item C.7 of the Bill

<p>submitted</p>	<p>as follows:</p> <ul style="list-style-type: none"> - The major categories of works as listed in the released PBD for the projects that are considered to be "Similar to the Project" as indicated in the Single Largest Completed Contract (SLCC); - The minimum experience of key personnel to the project which shall include "PRC License for Professional" and "Certificate of Accreditation for Material" as appropriate to the position/responsibility for said personnel to the project; - The List of Contractors Major Equipment Units which should be supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; - The Bid Forms to be submitted in the bid; (from SF1 up SF19) <p>Bidders are reminded of the forms that are required to be notarized and to sign every page of the bid submitted</p> <p>During the Opening of Bids, the bids shall be checked in a nondiscretionary PASS/FAIL criteria, meaning it shall be checked only on the presence and/or absence of the required documents.</p>	<p>of Quantities under project: <i>Repair of Damaged PCCP at Portion of Area G, 2nd Avenue and 2nd Street including Drainage Line and Concreting of Pavement at Portion of Back-up Area at Area Q, Port of Cagayan de Oro</i></p> <p>(Note: Kindly refer Supplemental Bid Bulletin No. 01-2020 dated Dec. 17, 2020 for the details)</p> <p>Evaluation on the substance of the documents submitted shall be done during the detailed bid evaluation and post qualification;</p>
<p>2. Marking and Sealing of Bids</p>	<p>Bidders are to submit five (5) copies of their bids. One (1) Original Copy and four (4) Duplicate Copies which shall be marked indicating the original copy and the copy number each duplicate.</p> <p>Markings shall include among others the Project Name and the Name of the Bidder.</p> <p>To prevent the bids submitted from being tampered interested bidders are to properly seal their bids when submitting the same.</p>	<p>Although it is not required by GPPB, it is advised that the bids be soft bounded and refrain from using fasteners to prevent tampering and/or insertion of documents and avoid cuts (wound) by the BAC/TWG during evaluation.</p> <p>To expedite and for convenience to turn to the page of a particular document, tabbing are advised to be placed.</p>

<p>3. Final Reminders Regarding the Bid Documents to be Submitted</p>	<p>Interested Bidders are reminded of the responsibilities as a Bidders as stated in Item 8 in the Omnibus Sworn Statement</p> <p>Interested Bidders are reminded to sign each and every page of the Bid, failure to do so shall be a ground for the rejection of the bid</p> <p>If there are further questions and clarifications interested bidders are encouraged to write to the Bids and Awards Committee (BAC) within three (3) calendar days after this conference, for documentation, and the BAC will act on the same two (2) days upon receipt, or seven (7) days prior to the Bid Opening, and subsequently, to be published in the PhilGEPS and PPA Websites, as Supplemental Bid Bulletin.</p>	
<p>4. Submission and Opening of Bids</p>	<p>Bids shall be submitted manually to the BAC Secretariat on or before 8:00 A.M. on 28 December 2020 at the PMO Admin Bldg. 2.</p> <p>Opening of bids shall be on 28 December 2020 at 9:00 A.M. at the GAD Hall PMO Admin Bldg. 2. A Zoom link will be provided to bidders who chose to attend the opening of bids virtually.</p>	

Nothing more to discuss the meeting was adjourned at 11:45 A.M.

Prepared by:


MARC M. AVELLANA
 Head Secretariat, PMO MOC BAC

Noted by:


RUBY MARIA O. GUMAPON
 Chairperson, PMO MO/C BAC