



## **PMO-ZAMBOANGA - BIDS AND AWARDS COMMITTEE (PMO-ZAMBOANGA-BAC)**

### **MINUTES OF THE MEETING ON PRE-BID CONFERENCE**

July 23, 2018,

Conference Room, PPA, PMO-Zamboanga, Zamboanga City

### **Repair of Drainage System (along Perimeter Fence Market Side) and Fence, Port of Zamboanga, Zamboanga City**

(Contract No. ZAM-PGEPSCS-03-2018(EP)/NRP-ZBO-03-18)

#### **Present:**

Johnson D. Kho	-	Chairperson
Francisca Clarissa P. Dagoy	-	Vice Chairperson
Maria Elena P. Flores	-	Regular Member
Genesis S. Porras	-	Regular Member
Arthur B. Nogas	-	Regular Member
Alfredo A. Gregorio	-	Provisional Member
Tashma H. Asid-Maadil	-	TWG Head
Mahson S. Ukkoh	-	TWG Member
Melanie C. Barrios	-	TWG Member
Marietta M. Minoza	-	TWG Member
Sandra O. Domingo	-	TWG Member
Darwisa J. Lipaygo	-	Head, Secretariat
Chris V. Suano	-	Member, Secretariat
Mark S. Revillas	-	Member, Secretariat
Jhoan B. Carrillo	-	Member, Secretariat
Shiela Mar M. Pearson	-	Member, Secretariat

#### **Other Present:**

Mohammad Hasiman	-	COA Representative, Observer
Gilbert Capati	-	RR&B Representative
Ronald Montero	-	RR&B Representative
Syed Abdulhakim Jimlani	-	Stoneline Representative
Richmon Kilat	-	ZET Representative
Yuseff Lim	-	YLL Builders
Leamay Delos Santos	-	YLL Builders

#### **Absent:**

Atty. Rosebell L. Sanson-Ammad	-	Regular Member
Observer	-	Zamboanga Chamber of Commerce and Industry Foundation, Inc.
Observer	-	Philippine Institute of Civil Engineers (Local Chapter)
Observer	-	Catholic Bishops' Conference of the Philippines
Observer	-	Philippine Liner Shipping Association (PLSA)

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MINUTES:

1. The Chairperson, Engr. Johnson D. Kho called the meeting to order at 10:20 AM. He requested TWG Member, Ms. Melanie C. Barrios to lead the prayer, followed by the reading of attendance sheet and the declaration of quorum present by Head Secretariat, Ms. Darwisa J. Lipaygo.

Ms. Lipaygo also emphasized that Notice of Meeting was sent to the following observers, namely: 1. Commission on Audit (COA); 2. Zamboanga Chambers of Commerce and Industry Foundation, Inc.(ZCCIFI); 3. Catholic Bishops' Conference of the Philippines (CBCP); 4. Philippine Liner Shipping Association (PLSA); and 5. Philippines Institute of Civil Engineers (PICE), Zamboanga Chapter.

2. After the introduction, the Chairperson announced that the purpose of the Pre-Bid Conference is to discuss, clarify and explain, among others, the eligibility, technical and financial requirements stipulated in the bidding documents, including questions and clarifications from the prospective bidders, and amendments of the bidding documents, if any.
3. The Chairperson requested the TWG to present the bidding requirements as well as updates on the procurement of project to be bid.
  - a) The TWG Head, Engr. Tashma H. Asid -Maadil explained to the body that in response to the Publication of Invitation to Bid, there were five (5) prospective bidders who signified their intention to apply for the public bidding of the above-mentioned project and purchased the bidding documents, namely: 1. RR & B Construction; 2. Stoneline Construction; 3. JC Dela Vega Construction; 4. ZET Construction; and 5. YLL Builders.
  - b) Engr. Chris V. Suano was requested to present the bidding requirements.

Highlights of the Presentation:

- a. Project Description and Lay-out plan
  - b. Preparation of Bids;
  - c. Checklist of Technical and Financial Requirements
  - d. Format and Marking of Bids, 7 copies of bid documents, 1-original and 6-machine copies; and
  - e. Time and Venue for the Submission of Bids
    - Deadline of Submission of Bids– August 6, 2018 at 10:00 AM
    - Place of Submission – 3<sup>rd</sup> Floor, Admin. Office, PPA Admin. Bldg.
    - Submission of bids Thru: Ms. Darwisa J. Lipaygo, BAC Secretariat Head or Ms. Shiela Mar M. Pearson, BAC Secretariat Member or Engr. Chris V. Suano, BAC Secretariat Member
    - The Bundy Clock located at the entrance of admin. Bldg. shall be the official time for receiving the bids.
    - Bidder's representative(s) who choose to attend in the bid opening shall submit to the BAC a Special Power of Attorney (SPA) or any equivalent proof of authority before they be allowed to participate in the bid opening.
4. Mr. Gilbert Capati, RR&B Construction representative, made the inquiry regarding the presented Bill of Quantities (BOQ) particularly on the missing item numbers IX & X.

The TWG corrected item numbers from items XI and XII to IX and X.

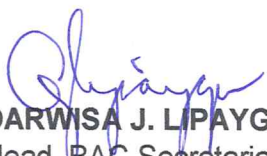


5. Mr. Richmon Kilat, ZET Construction representative, inquired if a Letter of Authority accompanied by a company ID will suffice in lieu of an SPA.

The BAC agreed to the request made by the ZET Construction Representative during the opening of bids. However, SPA and Secretary's Certificate shall remain a requirement for sole proprietorship and corporation, respectively, during the submission of bids.

6. There being no other matters to be discussed, the meeting adjourned at 11:08 AM.

I HEREBY CERTIFY to the correctness of the foregoing minutes.

  
**DARWISA J. LIPAYGO**  
Head, BAC Secretariat

ATTESTED:



**JOHNSON D. KHO**  
Chairperson, PMO-ZAMBOANGA-BAC