



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

MINUTES OF THE MEETING ON PRE-BID CONFERENCE
October 23, 2018,
Conference Room, PPA, PMO-Zamboanga, Zamboanga City

Projects:

- 1. Repair of Port Lighting System Harnessing Solar Power Energy, Port of Margosatubig, Zamboanga Del Sur**
(Contract No. ZAM-PGEPSCS-05-2018 (EP4) / NRP-ZBO-05-18)
- 2. Repair/Rewiring and Repainting of Six (6) Units High Mast Tower, Port of Zamboanga, Zamboanga City**
(Contract No. ZAM-PGEPSCS-06-2018 (EP5) / NRP-ZBO-06-18)

Present:

Johnson D. Kho	-	Chairperson
Francisca Clarissa P. Dagoy	-	Vice Chairperson
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
Jhoan B. Carrillo	-	Member, Secretariat
Shiela Mar M. Pearson	-	Member, Secretariat

Other Present:

Mohammad Hassiman	-	COA Representative, Observer
Girlye Jean M. Abalo	-	COMFAC CORPORATION, Representative

Absent:

Atty. Rosebell L. Sanson-Ammad	-	Regular Member
Maria Elena P. Flores	-	Regular Member
Mark S. Revillas	-	Member, Secretariat
Observer	-	Philippine Institute of Civil Engineers (Local Chapter), Representative
Observer	-	Catholic Bishops' Conference of the Philippines, Representative
Observer	-	Philippine Liner Shipping Association (PLSA), Representative

MINUTES:

1. The Chairperson, Engr. Johnson D. Kho, called the meeting to order at 10:28 A.M. He greeted and welcomed the body.
2. He requested Ms. Barrios, TWG Member to lead the opening prayer followed by the reading of attendance by Ms. Pearson, Secretariat Member.

PORT MANAGEMENT OFFICE - ZAMBOANGA

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3. Ms. Pearson informed the body that Notices of Meeting were served to the following Observers corresponding to the date of their receipt, namely:

- 1) Commission on Audit (COA) on October 17, 2018
- 2) Catholic Bishops Conference of the Philippines (CBCP) on October 18, 2018
- 3) Philippine Institute of Civil Engineers (PICE) on October 17, 2018
- 4) Philippine Liner Shipping Association (PLSA) on October 17, 2018

4. The Chairperson acknowledged the presence of the COA Mr. Mohammad Hassiman, as observer.

5. The Chairperson declared that a quorum was present, 5/7 BAC members were present.

6. 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.

7. The Chairperson requested the TWG to present the bidding requirements as well as updates on the procurement of project to bid.

a) The TWG Head, Engr. Tashma H. Asid -Maadil explained to the body that in response to the publication of Invitation to Bid, only COMFAC CORPORATION of Cagayan de Oro City attended the meeting.

b) Engr. Asid-Maadil continued by presenting the project profile for the two projects as follows:

1. Project Description
2. Scope of Works
3. Layout Plan
4. Project 1 ABC: Php.7,721,910.00
5. Project 2 ABC:Php.9,635,846.00

c) Ms. Girlie Jean M. Abalo, COMFAC CORPORATION representative, inquired regarding the requirement of a project site inspection certificate.

The Chairperson replied that a Certificate of Site Inspection may be issued upon the request of the prospective bidders.

d) Engr. Asid-Maadil requested TWG Member, Ms. Melanie C. Barrios to present the bid requirements for the two projects:

1. Preparation of Bids
2. Checklist of Technical and Financial Requirements
3. Format and Marking of Bids, 7 copies of bid documents, 1-original and 6-machine copies, and
4. Time and Venue for the Submission of Bids
 - a) Deadline of Submission of Bids:
 1. Project 1: November 5, 2018 on or before 10:00 AM
 2. Project 2: November 7, 2018 on or before 10:00 AM
 - b) Opening of Bids:
 1. Project 1: November 5, 2018 at 10:00 AM
 2. Project 2: November 7, 2018 at 10:00 AM
 - c) Bid Evaluation:
 1. Project 1: November 6, 2018 at 10:00 AM
 2. Project 2: November 8, 2018 at 10:00 AM
 - d) Place of Submission – 2nd or 3rd Floor, Admin. Office, PPA Admin. Bldg.

- e) 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
- f) The Bundy Clock located at the entrance of admin. Bldg. shall be the official time for receiving the bids.

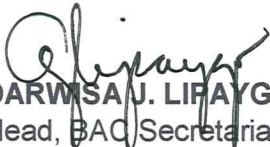

e) Ms. Barrios further presented the following:

- 1. Performance Security (Section 62.2.2.2 of RA 9184, GCC Clause 7.1 & 7.3 and ITB Clause 32.2)
- 2. Warranty Security (SCC Clause 12.5/Section 62.2.3.2 of RA 9184)
- 3. GCC Clause 15- Insurance
 - a) Contractor's All Risk Insurance
 - b) Transportation to the project Site of Equipment, Machinery, and Supplies owned by the Contractor
 - c) Personal injury or death of Contractor's employees; and
 - d) Comprehensive insurance for third party liability to Contractor's direct or indirect act or omission causing damage to third persons.
- 4. DOTr and PPA Directives on No Advance Payment or Mobilization Fee
- 5. Supplemental/Bid Bulletins Section 22.5; RA 9184

8. In addition, the Chairperson reminded the prospective bidder on the requirement of Special Power of Attorney or Secretary Certificate or Board Resolution.

9. There being no other matters to be discussed, the meeting was adjourned at 11:29 AM.

I HEREBY CERTIFY to the correctness of the foregoing minutes.


DARWISA J. LIPAYGO
Head, BAC Secretariat 

ATTESTED:




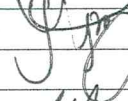
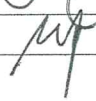
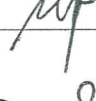

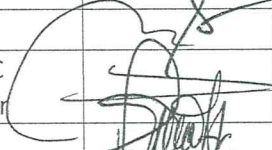


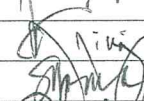
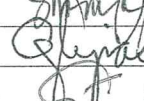

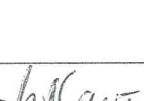
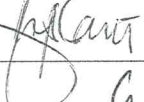



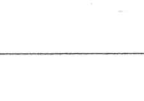
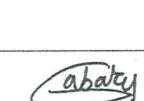
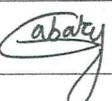
JOHNSON D. KHO
Chairperson, PMO-ZAMBOANGA-BAC

PHILIPPINE PORTS AUTHORITY
Port Management Office – Zamboanga
BAC-Infra. MEETING

ATTENDANCE SHEET

Pre-Bid Conference

1. Repair/Rewiring and Repainting of Six (6) Units High Mast Tower at Port of Zamboanga, Zamboanga City.
2. Repair of Port Lighting System Harnessing Solar Power Energy, Port of Margosatubig, ZDS
October 23, 2018 @ 10:00 AM @ PPA Conference Room, Admin. Building, Port Area, Zamboanga City

No.	Name of Participants	Designation	Signature	Firms/Office
1	JOHNSON D. KHO	Chairperson, BAC-EP		ESD/PMO
2	F. CLARISSA P. DAGOY	Vice Chairperson		Admin
3	MA. ELENA P. FLORES	BAC Member		OB
4	GENESIS S. PORRAS	BAC Member		PPD/PMO
5	ATTY. ROSEBELL L. SANSON-AMMAD	BAC Member		OB
6	ARTHUR B. NOGAS	BAC Member		PSD/PPA
7	ALFREDO A. GREGORIO	End User/BAC Prov. Member		PSD
8	TASHMA H. ASID-MAADIL	TWG Head		ESD
9	MAHSON S. UKKOH	TWG Member		ESD
10	MELANIE C. BARRIOS	TWG Member		Admin
11	MARIETTA M. MINOZA	TWG Member		Admin
12	SANDRA O. DOMINGO	TWG Member		PPA - ADM
13	DARWISA J. LIPAYGO	HEAD, Secretariat		AD
14	CHRIS V. SUANO	Secretariat Member		PPA - ESD
15	MARK S. REVILLAS	Secretariat Member		OB
16	JHOAN B. CARILLO	Secretariat Member		PPA - Admin
17	SHIELA MAR M. PEARSON	Secretariat Member		PPA
18	MOHAMMAD HASIMAN	COA Auditor/ Representative		COA-PPA
19		PICE Representative		
20		PLSA Representative		
21		CBCP Representative		
22	GIRLIE JEAN M. ABALO	COMFAC SYSTEM CORP. ANALYST		COMFAC CORP.
23				
24				
25				

Note: The Secretariat send Invitation Letters and BAC Notices dated October 15, 2018 to BAC Members & Observers, Received by COA dated October 17, 2018. & OCT 18, 2018 respectively