



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

MINUTES OF THE PRE-BID CONFERENCE
November 13, 2019,
Conference Room, PPA, PMO-Zamboanga, Zamboanga City

**Project 1: Repair/Replacement of Roofing System at Equipment Shed Building including
Repainting Works, Port of Zamboanga, Zamboanga City**
(Contract No. ZAM-PGEPSCS-05-2019/ EP-03-2019 / NRP-ZBO-04-19)

**Project 2: Repair of Powerhouse Building including CFS Building Electrical System and
Walk Shed Lightings, Port of Zamboanga, Zamboanga City**
(Contract No. ZAM-PGEPSCS-06-2019/ EP-04-2019 / NRP-ZBO-03-19)

Present:

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

Other Present:

Wilma P. Flores	-	J.C. Dela Vega Const., Representative
Sattal C. Jayari	-	High Rise Construction, Owner
El-Shal S. Sali	-	Sali Construction, Representative
Rhoderick R. Enriquez	-	Teddie Const. Dev't. Inc., Representative
S. Amira Sangkula	-	Nas Construction, Representative
Sherwina R. Kadil	-	Alraf Construction, Representative
Christopher Geurzon	-	ZET Construction, Representative

Absent:

Melanie C. Barrios	-	TWG Member
Darwisa J. Lipaygo	-	Head, 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

PORT MANAGEMENT OFFICE - ZAMBOANGA

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MINUTES:

1. The Chairperson, Ms. Maria Elena P. Flores, called the meeting to order at 10:26 A.M. He greeted and welcomed the body.
2. She requested Ms. Francisca Clarissa P. Dagoy, BAC Member to lead the opening prayer followed by the reading of attendance by Ms. Shiela Mar M. Pearson, Secretariat Member.
3. Ms. Pearson informed the body that Notice of Meeting were served and received by the following Observers, namely:
 - 1) Commission on Audit (COA)
 - 2) Catholic Bishops Conference of the Philippines (CBCP)
 - 3) Philippine Institute of Civil Engineers (PICE)
 - 4) Philippine Liner Shipping Association (PLSA)
4. Since all BAC members are in attendance, the Chairperson declared a quorum.
5. 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.
6. 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 four (4) interested bidders who signified their interest and purchased the bidding documents, namely: 1. Teddie Construction Development Incorporated, 2. ZET Construction, 3. High Rise Construction and a letter of intent for 4. J.C Dela Vega Construction.
 - b) Engr. Asid-Maadil presented the following bidding requirements:
 1. Project Description
 2. Project Profile
 3. Scope of Works/Layout Plan-Presented by Engr. Chris V. Suano
 4. Minimum Equipment Requirements
 5. Project 1 Duration: 227 Calendar Days
 6. Project 2 Duration: 281 Calendar Days
 7. ABC (Project 1): Php4,515,437.64
 8. ABC (Project 2): Php17,228,538.21
 - c) The Chairperson informed the body specially the prospective bidders who purchased the bidding documents if they have any question or clarification on the bidding documents.
 - d) Representative from High Rise Construction and Sali Construction both inquired regarding the requirement of PCAB specialized qualification on electrical work (SP-EE) for project 2.
 1. Vice-Chairperson, Engr. Johnson D. Kho addressed and explained that the bulk of works is about 75% hence, the need to require the Specialized Electrical Work.
 - e) Engr. Asid-Maadil requested TWG Member, Ms. Sandra O. Domingo to present the other bid requirements for the two (2) projects:

1. Preparation of Bids
 2. Checklist of Technical and Financial Requirements
 3. Instruction to Bidders (ITB Clauses 6.1 to 6.8, ITB Clauses 20.3, ITB Clause 24.2, ITB Clause 10.1, ITB Clause 15.2, ITB Clause 23.2 and ITB Clause 23.3)
 4. Bidding Forms
 5. Format and Marking of Bids, 7 copies of bid documents, 1-original and 6-machine copies, and
 6. Time and Venue for the Submission of Bids
 - a) Deadline of Submission of Bids:
 - Project 1: November 25, 2019 on or before 10:00 AM
 - Project 2: November 29, 2019 on or before 10:00 AM
 - b) Opening of Bids:
 - Project 1: November 25, 2019 at 10:00 AM
 - Project 2: November 29, 2019 at 10:00 AM
 - c) Bid Evaluation:
 - Project 1: November 26, 2019 at 10:00 AM
 - Project 2: December 2, 2019 at 10:00 AM
 - d) Place of Submission – 2nd or 3rd Floor, Administration Office, PPA Administration Building
 - e) Submission of Bids Thru: Ms. Darwisa J. Lipaygo, BAC Secretariat Head or Ms. Shiela Mar M. Pearson, BAC Secretariat Member or 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.
- f) The Chairperson emphasized to the body specially the prospective bidders who purchased the bidding documents to raise more question or clarification on the bidding documents of the two projects.


Clarification regarding document tabbings, binding of documents, requirements of site inspection certificate, advance payments were addressed by the BAC.

g) Ms. Sandra O. Domingo continued to present the following highlights:

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 (GCC Clause 12.4; GCC Clause 12.6; GCC Clause 12.7)
3. GCC Clause 15- Insurance, including GCC Clauses 15.2 to 15.6
 - 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. GCC Clause 39: DOTr and PPA Memoranda on No Advance Payment
5. Opening of Bids pursuant to Section 25.3(a) of RA 9184.

7. There being no other matters to be discussed, the meeting was adjourned at 11:30 AM.

I HEREBY CERTIFY to the correctness of the foregoing minutes.


CHRIS V. SUANO
Member, BAC Secretariat

ATTESTED:


MARIA ELENA P. FLORES
Chairperson, PMO-ZAMBOANGA-BAC

BAC-Infra. MEETING

ATTENDANCE SHEET

Pre-Bid Conference

1. Repair of Powerhouse Building Including CFS Building Electrical System and Walk Shed Lightings at Port of Zamboanga, Zamboanga City.

November 13, 2019 @ 10:00 AM @ PPA Conference Room, Admin. Building, Port Area, Zamboanga City

No.	Name of Participants	Designation	Signature	Firms/Office
1	MA. ELENA P. FLORES	Chairperson, BAC-EP		PPA
2	JOHNSON D. KHO	Vice Chairperson		PPA/ESD
3	F. CLARISSA P. DAGOY	BAC Member		PPA - ADMIN
4	GENESIS S. PORRAS	BAC Member		PPA
5	ARTHUR B. NOGAS	BAC Member		PPA
6	ALFREDO A. GREGORIO	End User/BAC Prov. Member		PSD PPA
7	TASHMA H. ASID-MAADIL	TWG Head		
8	MAHSON S. UKKOH	TWG Member		PPA
9	MELANIE C. BARRIOS	TWG Member		- DL -
10	MARIETTA M. MINOZA	TWG Member		PPA
11	SANDRA O. DOMINGO	TWG Member		PPA
12	DARWISA J. LIPAYGO	HEAD, Secretariat		- DL -
13	CHRIS V. SUANO	Secretariat Member		PPA
14	MARK S. REVILLAS	Secretariat Member		PPA
15	JHOAN B. CARILLO	Secretariat Member		PPA
16	SHIELA MAR M. PEARSON	Secretariat Member		PPA
17		COA Auditor/ Representative		
18		PICE Representative		
19		PLSA Representative		
20		CBCP Representative		
21	CHRISTOPHER GUERRON	P.E- ZET Const.		ZET Const.
22	ENGR. SHENG KADIL	REPRESENTATIVE		ALBAT CONST. & ARCH.
23	Roger Juaton	Representative		Zamb. 3XC Const. - INC.
24	ELSAAL SALI	Owner		Sali Const.
25	Sithi Nuria Sanglentan	Owner		NAS Const.

Note: The Secretariat send Invitation Letters and BAC Notices dated November 5, 2019 to BAC Members & Observers, it was received November 5 & 6, 2019.