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Port Management Office of Batangas - Bids and Awards Committee (PMOB - BAC)

Minutes of the PMOB - BAC Meeting

Agenda:

1. Pre-Bid Conference for the project: **Garbage Collection & Up-keeping of Green Area, Roads & Pavement, Port of Batangas, Batangas City**

2. Other Matters

Bids and Awards Committee		
JEFREN P. PANGANIBAN	-	Chairperson
AMBROCIO O. ILAO	-	Vice Chairperson
ARNOLD S. NAVARRO	-	Regular Member
ROMEL M. BOOL	-	Regular Member
AURORA A. MENDOZA	-	Regular Member
CESAR B. GUCE	-	End-User
Secretariat		
CRISANTO L. RABINA	-	Head, Secretariat
GILBERT N. RIVERA	-	Member
GENESIS ARN A. BOOL	-	Member
MARILOU D. MENDOZA	-	Member
Technical Working Group (TWG)		
ALLAN A. LACSAMANA	-	Head, TWG
DAVISON A. ALEGRE	-	Member
DONNA CHRISTINE P. BANUELOS	-	Member
Contractors' Representative/s		
JOSE LUIS C. UNTALAN	-	Representative, Sta. Cruz Construction & General Services

Call to Order:

The meeting for the above agenda was called to order by the BAC Chairperson through its Secretariat at about 10:20 A.M. of June 4, 2019 at ESD Conference Room, 5th Floor PPA Admin. Building, Port Access Road, Calicanto, Batangas City after the presence of the members of the Bids and Awards Committee (BAC), the Technical Working Group (TWG) and the Secretariat were determined and that a quorum had been achieved.

Business Matters:

1. As a start, the Chairperson introduced the BAC members, the BAC Secretariat and the Technical Working Group (TWG). He also acknowledged the presence of Mr. Untalan, the representative from Sta. Cruz Construction & General Services.

2. After introducing each and everyone, he informed the attendees that the observers from Commission on Audit (COA), Volunteers Against Crime and Corruption (VACC), Philippine Constructors Association, Inc. (PCA), Montenegro Shipping Lines Inc. (MSLI) and Catholic Bishop Conference of the Philippines (CBCP) were invited but unfortunately, no one was able to attend. He also informed the attendees that the aforementioned project was posted in PhilGEPS website, PPA website and PMOB Bulletin Board. He also added that he also issued a Supplemental/Bid Bulletin and the same posted in Philgeps website, PPA Website and PMO Batangas Bulletin Board.

3. After that information, he informed Mr. Untalan that the objective of the Pre-Bid Conference is to clarify and/or explain any of the requirements, terms, conditions, and specifications stipulated in the bidding documents. He further stated that the conference is the proper forum where bidders may directly raise their questions in regard to the project since this is no longer allowed during the submission and opening of bids. The Chairperson then proceeded with to discuss/explain the contents of the bidding documents particularly the eligibility requirements and the technical and financial components of the contract to be bid. He also read the Invitation to Bid (ITB). While reading the contents of the said ITB, he sometimes paused for a while to explain and give emphasis in some important parts of the ITB. After reading the contents and explained some details in the ITB, he asked Mr. Untalan if he has questions or inquiry in the contents of the bidding documents. There were no questions raised by Mr. Untalan.

4. The Chairperson then added other important reminders in the contents of Invitation to bid (ITB). He reminded that the bidding will be conducted in accordance with R.A. No. 9184 and its Revised IRR using a non-discretionary "pass/fail" criterion. If a Bidder submits the required documents, a bidder shall be rated "passed" for the particular requirement. Bids that fail to include any requirement or are incomplete or patently insufficient shall be considered "failed".

5. The Chairperson told Mr. Untalan if he has any question. Mr. Untalan said that he has no other question.

6. After a while, the BAC Secretariat Head showed the drawing/plan for the subject project. Since, the BAC Secretariat Head is familiar with the Program of Work (POW), he explained clearly to Mr. Untalan the technical aspects of the subject project.

7. After the detailed explanation on the technical aspects, the Chairperson then told Mr. Untalan that he may ask questions. There is no questions raised by him.

8. The Head of the Secretriat reminded Mr. Untalan that the deadline for the submission of the technical and financial bids is on June 18, 2019 at 9:00 A.M. while the opening of the said bids is at 10:30 A.M. of the same date.

Adjournment:

There being no other matters to be discussed, the Chairperson adjourned the meeting at about 11:10 A.M.

Prepared by:	Reviewed by:	Approved by:
GILBERT N. RIVERA	**CRISANTO L. RABINA**	**JEFREN P. PANGANIBAN**
Member, Secretariat	Head, Secretariat	Chairperson