



Philippine Ports Authority
PORT MANAGEMENT OFFICE-BOHOL
BIDS AND AWARDS COMMITTEE

EXCERPTS OF THE MINUTES OF THE BAC MEETING
BHL BAC 2019-006

PRE-BIDDING CONFERENCE FOR THE FOLLOWING PROJECT:

PUBLIC BIDDING

1. REPAIR OF ELECTRICAL SYSTEM FOR THE PORTS OF PMO-BOHOL
(LOON, TUBIGON, GETAFE, TALIBON, UBAY, TAPAL AND JAGNA)

DATE : 09 December 2019

VENUE : ESD Conference Room, PMO-Bohol Administration Building, Port
Area, Tagbilaran City

ATTENDANCE:

Bids and Awards Committee

EDGAR R. ASIBAL	-	Chairperson
PEARLIE ANN P. SENO	-	Vice Chairperson (on leave)
RICHARD S. ELOPRE	-	Regular Member
GIL P. ARANETA	-	Provisional Member

Observers

FE BOISER	-	Social Action Center of Tagbilaran Diocese
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Prospective Bidders



Technical Working Group

- | | | |
|---------------------------|---|-------------|
| ELEAZER U. PIEL | - | Head, TWG |
| ROMEO G. CABADING II | - | Member, TWG |
| VENUS MARICHELLE A. TOROY | - | Member, TWG |

Secretariat

- | | | |
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| IRENE S. CLOMA | - | Head, Secretariat |
| BETHELOU P. PATATAG | - | Member, Secretariat |
| NAOME A. AMPLAYO | - | Member, Secretariat |

CALL TO ORDER:

The pre-bidding conference started with a prayer by Ms. Irene S. Cloma, Head-Secretariat, followed by the acknowledgment of the committee members and representatives from prospective bidders, in which majority of BAC members were present and thereby constituting a quorum as declared by the BAC Chairperson. The pre-bidding conference was called to order at 2:30 P.M.

HIGHLIGHTS:

The Head TWG, Engr. Eleazer U. Piel discussed first the following **Legal, Technical and Financial** contents of the bidding documents:

- Must attach Department of Trade and Industry (DTI) business name registration / SEC Registration Certificate or CDA Registration;
- Valid and Current Mayor's Permit must be issued by the City where the principal place of business of the bidder is located;
- Income tax return should be filed electronically using EFPS;
- The bidder must possess an updated Platinum Membership Certificate of Registration from the PhilGEPS;
- Attach statement of all its on-going government and private contracts including contracts awarded but not yet started;



- Statement of Single Largest Contract Completed (SLCC), similar to the contract to be bid and whose value, adjusted to current prices using the PSA consumer price index, must be at least (50%) of the ABC to be bid;
- Bid-Securing declaration must be duly notarized;
- The Omnibus Sworn Statement Form must reflect all the conditions stated in the issued bid documents;
- List of contractor's equipment units, which are owned, leased, and/or under Purchase agreements, must be supported by certification of availability of equipment from the equipment lessor/vendor for the duration of the project and supported with the proof of ownership; and
- the Bid Form must be duly signed.

Format, Sealing and Marking of Bids

- Bidders or their duly authorized representative/s shall submit their bid documents **(Technical Component and Financial Component)** on or before **December 23, 2019 at 10: 00 AM**. Must submit two (2) separate sealed bid envelopes, and each component must be prepared and submitted in three (3) copies; one (1) original and two (2) other copies and must be marked as "ORIGINAL" for the original copies and "COPY NO. ____" for the other copies. Original Documents must be enclosed and sealed in an envelope marked **ORIGINAL-TECHNICAL COMPONENT** and another envelope for **ORIGINAL-FINANCIAL COMPONENT** and these two envelopes must be enclosed and sealed in an outer envelope marked **"ORIGINAL BID"**. Each copy of the first and second envelopes shall be similarly sealed and the inner envelopes must be marked as **"COPY NO. ____ - TECHNICAL COMPONENT"** and **"COPY NO. ____ - FINANCIAL COMPONENT"** and the outer envelope as **"COPY NO. ____"**, respectively. These envelopes containing both the original and the copies shall then be enclosed in one single envelope or package.

The Technical Specs/ drawing and Bill of Quantities were also discussed thoroughly.



ADJOURNMENT

There being no other matters being raised or discussed, the Pre-Bidding Conference was adjourned at 4:00 PM.

Prepared by:

NAOME A. AMPLAYO

Member, BAC Secretariat

Certified Correct:

IRENE S. CLOMA

Head, Secretariat

Approved by:

EDGAR R. ASIBAL

BAC Chairperson