



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

EXCERPTS OF THE MINUTES OF THE BAC MEETING
BHL BAC 2019-002

PRE-BIDDING CONFERENCE FOR REPAIR/MAINTENANCE PROJECTS:

1. Repair of Caved-In/Settled Back-up Area, Port of Loon, Catagbacan, Loon, Bohol; and
2. Repair of RC Wharf/Deck including Fendering System, Port of Jagna, Jagna, Bohol.

DATE : 21 October 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
RICHARD S. ELOPRE	-	Regular Member
GIL P. ARANETA	-	Provisional Member
HORMER R. DATANAGAN	-	End-User, TMO-Jagna

Observers

FE BOISER	-	Social Action Center of Tagbilaran Diocese
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Bidders

ROGEL U. SALVADOR	-	Big J Steel Const. Corp.
CHENEE BABE G. GERMINO	-	Jacinto Gerona Const.



Technical Working Group

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

Secretariat

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

CALL TO ORDER:

The pre-bidding conference was called to order at 2:26 P.M. presided by the BAC Chairperson, Mr. Edgar R. Asibal. The acknowledgment of the committee members and representatives from prospective bidders was done by Ms. Irene S. Cloma, Head BAC Secretariat, in which all BAC members were present and thereby constituted a quorum as declared by the BAC Chairperson.

HIGHLIGHTS:

The Head TWG, Engr. Eleazer U. Piel thoroughly presented the contents of the bidding documents - starting from the Checklist, Instruction to Bidders until the Sample Bid Forms.

The following are the salient points being discussed:

Eligibility, Technical & Financial Envelope Requirements

1. **DTI/SEC/CDA Registration** must be valid;
2. **Valid Mayor's permit** for principal place of business should be issued from where the main office is located and not from the branch area;
3. **Tax Clearance** or latest Tax Returns must not be expired;
4. The bidder must possess an updated **Platinum Membership** Certificate of Registration from the PhilGEPS;



5. **Duly signed statement of all on-going contracts** must be supported with Notice of Award, Contract, Notice to Proceed, Certificate of Accomplishment, or billing accomplishment signed by any authorized staff of the agency;
6. **The Single Largest Completed Contract (SLCC)** must be at least fifty percent (50%) of the Approved Budget for the Contract (ABC) and must be supported with Notice of Award and or Contract, Notice to Proceed issued by the owner, Certificate of Completion and Certificate of Acceptance;
7. **Income tax return** should be filed electronically using Electronic Filing and Payment System (EFPS);
8. If **Joint Venture**, both parties must attach a PhilGEPS Certificate, if there is none, just attach a sheet of paper indicating Joint Venture Not Applicable;
9. If the contractor decides to bid for the two (2) projects, they must have a different Project Engineer, Construction Safety and Foreman for each of the projects and the key personnel must have a minimum of three (3) years experience; aside from the authorized managing officer, the key personnel of the contractor must affix their signatures;
10. **Contractor's Equipment** must all be owned and supported with proof of ownership and named after the company or the authorized managing officer;
11. **The Omnibus Sworn Statement Form** must reflect all the conditions stated in the issued bid documents;
12. In the **Bid Form**, the upper date must be similar with the date at the lower portion.

Ms. Chenee Babe G. Germino of Jacinto Gerona Const.; one of the bidders asked the committee the following:

- a. If a duly **Notarized Affidavit of Loss with Affidavit of Ownership** will be accepted as proof of ownership of the equipment because in their case, some of their documents were damaged and washed out during the Typhoon Sendong that happened years ago.
- b. If the CPE/Final Rating will suffice in lieu of Acceptance.
- c. Owner of equipment has two first names but only one name is indicated in the receipt/proof of ownership;



Ms. Germino further verified if such documents will suffice, should the notarization be current/updated since available documents were notarized way back in 2016. In response, the committee will revisit the GPPB guidelines and will immediately inform the bidder on the matter.

The Bill of Quantities and Detailed Estimates were also discussed thoroughly.

The proper sealing and marking of the bids; as well as the signing of all the documents by the bidder's authorized official signatory were elaborately presented. The absence of any documents will automatically disqualify the bidder.

The technical/engineering aspects of the projects were also presented by Engr. Piel.

Deadline of the submission of the Bid Proposals is on November 5, 2019 at exactly 10:00 A.M with the biometrics at the PMO-Bohol Admin Building as the time of reference/basis.

ADJOURNMENT

There being no other matters discussed, the meeting was adjourned at 4:08 P.M.

Certified Correct:

 10.24.2019
IRENE S. CLOMA

Head, Secretariat

Approved by:


EDGAR R. ASIBAL

BAC Chairperson