PHILIPPINE PORTS AUTHORITY
Port Management Office of Davao
Km. 10, Port Area, Sasa, Davao City

MINUTES OF THE PRE-BID CONFERENCE

PMO-Davao Conference Room
August 19, 2019

I. ATTENDANCE

BAC Members, TWG and Secretariat present:

1. Elisha V. Ano-os	- BAC Chairperson
2. Asterio C. Gallardo, Jr.	- BAC Vice Chairperson
3. Helen Teresita T. Luga	- BAC Regular Member
4. Nancy A. Prieto	- BAC Provisional Member
5. Alex A. Ingente	- BAC Provisional Member
6. Gemma G. Cesar	- BAC Provisional Member
7. Lara Simone L. Aba	- BAC Provisional Member
8. Lilibeth M. Fernandez	- TWG Head
9. Loy Johanne L. Bedico	- TWG Member
10. Edelpeter De La L. Rosa	- TWG Member
11. Anna Lee Monica G. Alingalan	- Head Secretariat
12. Daryl Mae U. Demerey	- Secretariat, Member
13. Cheryl C. Magnaye	- Secretariat, Member
14. Isabelle L. Sintos	- Secretariat, Member
15. Jennifer O. Africa	- Secretariat, Member
16. Lodrito C. Baculna, Jr.	- Secretariat, Member

ABSENT:

Victor A. Jaspe	- Secretariat, Member

Bidders Present:

17. Jonathan I. Lopena	- Zet Construction
18. Ma. Theresa Ceño	- Khan Kon Chi Construction Development Corp.
19. Cherry Lyn Puzon	- KXBG Construction
20. Arman A. Capin	- Caresystem Technology Solution Co., Inc.
21. Ronald Manulat	- Edison Development Construction

Observer Present:

22. Annie F. Mandanas	- Commission on Audit

II. AGENDA

To conduct **Pre-Bid Conference** for the Project: Repainting of Road Signs and Markers Consisting of Road Center Line, Pedestrian Lane, Concrete Gutters, Concrete Curbs, Bewrth Marking to Delineate Restricted and Controlled Areas at the Port of Davao.

III. PROCEEDINGS

1. The Pre-Bid Conference was called to order at 9:30 a.m. and was presided by Elisha V. Ano-os, PMO Davao BAC Chairperson after an invocation which was led by Ms. Jennifer O. Africa. A quorum was declared by Ms. Anna Lee Monica G. Alingalan, Head Secretariat since all of the members of the BAC were present. The BAC Chairperson informed the group that invitation to observers namely: CBCP, PICE, PLSA and COA were sent to their end and were also duly received and acknowledged by them. She also acknowledged the BAC members, TWG, Secretariat, COA as Observer during the meeting.

   The Chairperson mentioned that the Pre-Bid Conference was conducted because the project to be bid has an ABC of more than 1 million, in compliance with the provision of the IRR of RA 9184, Section 22.1.

2. Elisha V. Ano-os apprised the group that there were two (2) bidders who purchased bidding documents with the evidence of an Official Receipt namely:

   1. ZET Construction; and
   2. Teddie Construction Development, Inc.

3. There were five (5) prospective bidders who attended the Pre-Bid Conference, to wit:

   1. Khan Kon Chi Construction Development Corporation;
   2. KXBG Construction;
   3. Edison Development Construction;
   4. Caresystem Solution Com. Inc.; and
   5. NGP Construction

4. At this point, the Chairperson turned over the floor to the Technical Working Group (TWG), Mr. Bedico who presented the following :

   - Declaration of Policy;
   - Purpose of the Pre-Procurement Conference;
   - Supplemental/Bid Bulletin;
   - Contents of the Bidding Documents (Invitation to Bid, Instruction to Bidders, Bid Data Sheet, General Conditions of the Contract, Special Conditions of the Contract, Specifications, Drawings, Bill of Quantities and Bidding Forms);
   - Eligibility of Bidders;
   - Bidders Responsibilities;
   - Opening and Preliminary Examination of Bids (1st envelope-eligibility & technical documents/2nd envelope-financial component);

- Detailed Examination and Comparison of Bids (The BAC shall consider the following in evaluation of bids (a) completeness of the bid and (b) arithmetical corrections);
- Sealing and Markings of Bids;
- Bid Evaluation Criteria and Bid Evaluation Process (Detailed computation and comparison of bids);
- Post Qualification Criteria and Post Qualification Procedures;
- Possible causes of failure of bidding which is stated in Article XI, Section 35 of the Implementing Rules and Regulation of RA 91.84 and the Offenses and Penalties which was stated under Section 65 of IRR RA 9184;
- Warranty Requirements of the Project;
- Different Offenses and Penalties provided for in RA 9184; and
- Confidentiality Clause (Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any kind of communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award and Any effort by a bidder to influence the Procuring Entity in the Procuring Entity's decision in respect of Bid evaluation, Bid comparison or contract award will result in the rejection of the Bidder's Bid)

5. The representative from Caresystem Solution Company Inc., Mr. Capin, ask for clarification on the new threshold of the PCAB Categorization under PCAB Resolution No. 201, Series of 2017 issued by the Philippine Contractors Accreditation Board (PCAB) amending par. 3 of Sec. 23.11.2 of the IRR of RA 9184 setting the Single largest Project Completed and Allowable Range of Contract Cost on Small B from less than or equal to 15 million up to 30 million from 15 million.

6. A representative from NGP Construction, Mr. Jomer Peray came late during the conference, and BAC member Engr. Asterio C. Gallardo, Jr. queried when is the scheduled last day for the BAC to receive and entertain questions/queries/clarifications from the prospective bidders. The TWG member, Arch. Loy Johanne Bedico answered that based on Section 22.5 of the IRR of RA 9184, the bidder is allowed to file a request for clarifications on any part of the bidding documents in writing and submitted to the BAC at least ten (10) calendar days before the deadline set for the submission and receipt of bids which is scheduled on 05 September 2019.

7. Mr. Alex A. Ingente, BAC Provisional Member moved to close/adjourn the pre-bid conference and was seconded by Engr. Asterio C. Gallardo, BAC Regular Member.

There being no other matters to be discussed, the meeting was adjourned at 11:00 a.m.

Recorded by:

DARYL MAE U. DEMEREY
Secretariat, Member

Noted by:

ELISHA V. ANO-OS
BAC Chairperson- EP/PGSC