

BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING

Pre-Bid Conference, 10:00 AM, 19 January 2022
Via Zoom APP, G/F AFAB Administration Building
Mariveles, Bataan

I. In Attendance:

1. Bidders (via Zoom)

No	Name	Company
1.	Mia Lusuegro	Technozone Corporation
2.	Caesar Cezar	Tan Delta Electric Corp.
3.	Roberto Unson	V. V. Aldaba Incorporated
4.	Gennie Unson	V. V. Aldaba Incorporated
5.	Shara Arce	Genreo Konstruct Inc
6.	Emmylou Aguilar	Basyang Trucking Enterprises
7.	Bernardo Jr. Cureg	De Jesus Construction
8.	Marlon Villanueva	Telectronic Systems Inc.
9.	Andrew David	Genreo Konstruct Inc.
10.	Joseph Rivera	Genreo Konstruct Inc.
11.	Chelsea Nicolle Corder	PCMJ Enterprise
12.	Cherry Lyn Tabia	Embrolcal Builders Incc.
13.	Ronalie Arceo	Metroclark
14.	Denowell Hidalgo	JC Electrofields Power System Inc.
15.	Aaron Mallari	Converge ICT
16.	Marlon Pareño	Converge ICT

2. Bids and Awards Committee (BAC) / End-User-/ Observers

No.	Name	Position
1.	Charles M. Ramones	Chairperson
2.	Ma. Lourdes L. Herrera	Vice-Chairperson
3.	Donia G. Alonzo	Member
4.	Cristina F. Rodrigo	Member
5.	Ramero S. Osorio Jr.	Member
6.	Maristella Katrina D. Garino	TWG Head (Infra)
7.	Jerome P. Yumul	Member
8.	Mark Lester C. Quintana	Member
9.	Aubrey C. Naredo	Member
10.	Reylind C. Baluyot	Member/End-User
11.	Carlo Leon B. Sadang	Member
12.	Gea Mae E. Domingo	Member

No.	Name	Position
13.	Andrew M. Cunanan	Member
14.	Marry Grace T. Samson	Member
15.	Robinson A. Pajarillo	Member
16.	Aileen O. Saberdo	Member
17.	Clifford A. Fernandez	Member
18.	Eunice S. Fernandez	Member
19.	Benny R. Astrero Jr.	Member
20.	Raphael M. Gomez	Member
21.	Jazell R. Cañas	Member
22.	Efren Joe P. Millora II	BAC-Secretariat, Head
23.	Maureen P. Camilo	BAC-Secretariat
24.	Janice Nablea	End-User
25.	Emeterio Niones	End-User
26.	Kristel Shae Cabante	End-User
27.	Jhon Mark D. Dizon	End-User
28.	Anthony Manalata	End-User
29.	Kevin Samson	End-User
30.	Shirley E. Diciembre	End-User

II. Call to Order

After ascertaining that the members of the Bids and Awards Committee (BAC) had constituted a quorum and acting throughout, the BAC Chairperson called the pre-bid conference to order at 1:00 PM.

III. Agenda of the Pre-bid Conference

- A. Call to Order
- B. Preliminary Remarks
- C. Presentation of the Projects:
 1. *Garbage Collection, Hauling and Disposal of FAB Residual Waste from Transfer Station to Sanitary Landfill*
 2. *Improvement of Road for Bikelane at FAB Mariveles*
 3. *Proposed Road Re-blocking at Champaca Street*
 4. *Soundproofing of the Legal Department Office*
 5. *Construction of 13.8kV Underground Cabling System Including Supply and Installation of Metal Clad Switching Panels (Outdoor Type) Stage 3*
 6. *Provision of Additional and Redundancy Internet Connection Service to the Authority of the Freeport Area of Bataan*
- D. Adjournment

IV. Preliminary Remarks

1. All prospective bidders, members of the BAC, the TWG, the Secretariat present, and the End-User were welcomed.
2. Ms. Maureen Camilo of the BAC-Secretariat presented the reminders to the prospective bidders to guide them in joining the public bidding at the Authority of the Freeport Area of Bataan (AFAB) (See Annex A).
3. The procurement timeline for the project included in the pre-bid conference is as follows:

Activity	Date	Venue
Purchase/ Release of Bidding Documents	11 January - 02 February 2022 except weekends and holidays, 8:00 AM – 5:00 PM	Procurement Management Division, Ground Flr., AFAB Administration Building, FAB, Mariveles, Bataan
Virtual Pre- bid Conference	19 January (Wednesday) 10:00 AM	Via Zoom Application (see Section 4 of the Invitation to Bid for the Instruction)
Request for Clarification (Deadline)	21 January (Friday) 10:00 AM	Inquiries must be sent via e-mail to the BAC Secretariat (bac.secretariat@afab.gov.ph) or via a written letter
Deadline of submission of bids	02 February (Wednesday) 9:30 AM	Procurement Management Division, Ground Flr., AFAB Administration Building, FAB, Mariveles, Bataan
Opening of Bids	02 February (Wednesday) 10:00 AM	Via Zoom Application (link will be sent to all bidders who purchased bidding documents)

4. Bidders were informed that the bidding documents were available for free download at the Philippine Government Electronic Procurement System (PhilGEPS) and AFAB website (afab.gov.ph).
5. Payment is encouraged thru online banking or bank deposit. Bidders must send request to bac.secretariat@afab.gov.ph.
6. The common errors that bidders committed which resulted to their disqualification and/or failure of bidding were discussed in detail.
7. The bidders were reminded to review the Technical/Project Specifications and to take note of the requirements and proof of qualifications that must be submitted.
8. It was also emphasized that the Pre-Bid Conference is the opportunity for the prospective bidders to clarify what would constitute similar projects as required for the project SLCC.
9. The BAC Secretariat stressed that the Value-added Tax (VAT) rate to be applied is 12% and must be itemized in the Detailed Estimate.

10. It was also emphasized that the prescribed format for Omnibus Sworn Statement and other forms in the Philippine Bidding Documents (PBD) must be followed.
11. The use of book tabs was highly encouraged for easy checking of the documents during the opening of bids. Page numbering was also recommended to prevent any instances of omission or insertion.
12. It was also stressed that the bidders are prohibited from communicating with any of the BAC Members, the TWG and Secretariat, and End-Users from bid opening to the issuance of the award.
13. The BAC-Secretariat discussed the items being checked by the TWG during the Post-Qualification which are the bidder's competency, imposition of liquidated damages and existing projects negative slippage, among others. The declared on-going projects will be checked whether it has negative slippage of at least fifteen percent (15%) in any one project or a negative slippage of at least ten percent (10%) in each of two (2) or more contracts. Bidders who incurred the said percentage of slippage will be automatically disqualified during the Post-qualification.
14. The prospective bidders were also warned of persons and entities misrepresenting themselves as representatives of the AFAB and using the name of the Head of the Procuring Entity, for financial gain. Any similar communication or solicitation, for any purpose or activity or if any AFAB official or personnel initiates any act in violations of the Republic Act 6713 should be reported to FAB Coordination Center askafab@afab.gov.ph or via landline at (047) 935-4004 local 8006 or 0917-326-9863 or Public Safety and Security Department – Law Enforcement Division (047) 935-4004 local 82303 or 8206.
15. Also discussed was the requirement that the winning bidder shall register with the FAB Enterprise Department to become an accredited entity by the AFAB.
16. It was also reminded that winning bidder need to submit a performance security which is to remain valid for at least one (1) year after the contract time lapses or until the AFAB issues a Certificate of Final Acceptance pursuant to Section 39 of the revised IRR of RA 9184.
17. The BAC Secretariat reminded the prospective bidders of the minimum health protocols for AFAB Visitors which must be complied such as wearing of face mask. Additional requirement for non-Bataan residents is the QR Code from the Get Pass App which can be downloaded from Google Play or App Store.

V. Presentation of the Project *"Garbage Collection, Hauling and Disposal of FAB Residual Waste from Transfer Station to Sanitary Landfill"*

1. Ms. Shirley Diciembre of the Environmental and Utilities Division presented the scope of services for the project. The approved budget for the contract is Php 15,112,350.00 with a duration of 1 year.
2. No questions were raised from the prospective bidder.

VI. Presentation of the Project *"Improvement of Road for Bikelane at FAB Mariveles"*

1. Engr. Emeterio Niones of the Infrastructure and Maintenance Division presented the plans and scope of work for the project. The approved budget for the contract is Php 1,989,395.20 with a duration of 30 CD.
2. No questions were raised from the prospective bidder.

VII. Presentation of the Project *"Proposed Road Re-blocking at Champaca Street "*

1. Engr. Kristel Shae M. Cabante of the Infrastructure and Maintenance Division presented the plans and scope of work for the project. The approved budget for the contract is Php 837,404.02 with a duration of 45CD.
2. No questions were raised from the prospective bidder.

VIII. Presentation of the Project *"Soundproofing of the Legal Department Office"*

1. Engr. Janice Nablea of the Infrastructure and Maintenance Division presented the plans and scope of work for the project. The approved budget for the contract is Php 1,765,402.92 with a duration of 45CD.
2. No questions were raised from the prospective bidder.

IX. Presentation of the Project *"Construction of 13.8kv Underground Cabling System Including Supply and Installation of Metal Clad Switching Panels Outdoor Type) Stage 3 "*

1. Engr. John Mark Dizon of the Infrastructure and Maintenance Division presented the plans and scope of work for the project. The approved budget for the contract is Php 100,000,000.00 with a duration of 300 CD. The fund source is the 2022 GAA and is for early procurement.
2. Mr. Roberto Unson of V. V. Aldaba Incorporated asked if the previous bid bulletins issued for the project are still valid. Ms. Camilo answered that Bid Bulletins 12 and 13 are included as part of the bidding documents and still valid for this bidding schedule.
3. The same bidder asked the following questions which were answered by Engr. Dizon:
 - Q: Are three different conduits to be used?
 - A: yes.
 - Q: Do we need to include the detailed estimate since the Bill of Quantity (BOQ) does not contain the detailed materials for electrical works?

A: BOQ contains the required materials in one lot. The bidder shall provide the detailed estimate of materials using the plans, scope of work and bid bulletins provided.

Q: How to ensure security of cable against theft and pilferage?

A: The location is under FAB and with AFAB security personnel

Q: Do we need to use a duct bank or whatever is physically permissible?

A: The contractor shall follow what has been indicated in the plans and scope of work for the stage 3 project.

Q: Upon site inspection, we noticed that the on-going stage 2 project uses bolt bar but in the scope of work of the stage 3 project it requires a fuse that can be removed by a hot stick; do we need to use the bolt bar also?

A: Stage 3 project requires a fuse.

Q: Please clarify the requirement for manufacturer's authorization from its major supplier under item III.e of the Scope of Works

A: Bidder needs to submit certification from the manufacturer as a proof of their reference in costing and materials to be used for the project

Q: When do we submit the documentation requirements under item 5 of the Scope of Works?

A: To be submitted by the winning bidder upon completion of the project

X. Presentation of the Project "*Provision of Additional and Redundancy Internet Connection Service to the Authority of the Freeport Area of Bataan*"

1. Mr. Kevin Samson of the Corporate Planning Department presented the technical specifications for the project. The approved budget for the contract is Php 1,069,680.00 with duration of 30 CD.
2. Mr. Marlon Pareño of Converge ICT asked if they can retrieve the bid documents that they had submitted during the previous bidding. Ms. Camilo answered that bidder needs to submit new set of documents.
3. Mr. Marlon Villanueva of Telectronic Systems Inc. requested for a network diagram to illustrate why 25 usable public IP addresses are needed for the project. Ms. Camilo answered that a bid bulletin shall be issued to answer their request.
4. The same bidder asked if three certificates with satisfactory rating from clients with 100Mbps or higher internet connection is required. Mr. Samson affirmatively answered.


XI. Closing Remarks

1. Ms. Camilo reminded the attendees on the deadline for submission of inquiries, the answer shall be via a bid bulletin which will be posted at the PhilGEPS and the AFAB websites and will be sent to all prospective bidders who joined the Pre-Bid Conference.
2. Ms. Camilo also reiterated that the deadline for the submission and opening of bids is strictly observed by the BAC.
3. Site Inspection is scheduled from 1-3 PM. Interested bidders must send an email to the bac.secretariat@afab.gov.ph and wait for the confirmation prior to actual inspection.
4. The BAC expressed their gratitude to all the attendees and interested bidders.


XII. Adjournment

There being no other matters for discussion, the Pre-bid Conference was adjourned at 11:30 AM.


PREPARED BY:


MAUREEN P. CAMILO
BAC-Secretariat Member

CERTIFIED CORRECT BY:


EFREN JOE P. MILLORA II
Head, BAC-Secretariat

NOTED BY:


CHARLES M. RAMONES
Chairperson
Bids and Awards Committee