

## BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING  
Pre-Bid Conference, 10:00 AM, 19 April 2022  
Via Zoom APP, G/F AFAB Administration Building  
Mariveles, Bataan

**I. In Attendance:**  
**1. Bidders (via Zoom)**

No	Name	Company
1.	Mark Angelo Llamado	Multi-line Building Systems Inc.
2.	Elmer Dacula Jr.	Multi-line Building Systems Inc.
3.	Bernard Duran	Multi-line Building Systems Inc.
4.	Manuel Nagal	NTEKSystems Inc.
5.	Rommel Sangil	EVI Distribution Inc.
6.	Julie Anne Banaga	iHudyat Inc.
7.	Krisna Mae Sancho	ASISI Systems Corp.
8.	Ahra Velazco	One Commerce (Int'l) Corporation
9.	Jolou M. Sisno	Victoria Builders and Trading
10.	Ma. Pilar T. Fontanilla	Universal Aquarius, Inc.
11.	Angeline C. Labor	Universal Aquarius, Inc.
12.	Constancio Castro	One Commerce (Int'l) Corporation
13.	Dan Gutierrez	EVI Distribution Inc.
14.	Jun Marigomen	Jedaric Chemicals Co., Inc.
15.	Judy Concepcion	
16.	Rodel Valdez	

**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

No.	Name	Position
11.	Gea Mae E. Domingo	Member
12.	Andrew M. Cunanan	Member
13.	Marry Grace T. Samson	Member
14.	Aileen O. Saberdo	Member
15.	Clifford A. Fernandez	Member
16.	Eunice S. Fernandez	Member
17.	Benny R. Astrero Jr.	Member
18.	Raphael M. Gomez	Member
19.	Jazell R. Cañas	Member
20.	Gian Carlo T. Aquino	Member
21.	Efren Joe P. Millora II	BAC-Secretariat, Head
22.	Maureen P. Camilo	BAC-Secretariat
23.	Dhane Ferl P. Peralta	BAC-Secretariat
24.	Shirley E. Diciembre	End-User
26.	Elmer D. Don	End-User
27.	Kristel Shae M. Cabante	End-User
28.	Janice C. Nablea	End-User
29.	Jose Erasto Tayag	End-User
30.	Juan Carlos Gonzales	COA/Observer

## 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 10:00 AM.

## III. Agenda of the Pre-bid Conference

- A. Call to Order
- B. Preliminary Remarks
- C. Presentation of the Project
  - Negotiated Procurement:
    1. *Supply and Delivery of Aluminum Sulfate and Liquid Chlorine*
  - Competitive Bidding:
    1. *Fire Alarm and Detection System (Supply and Installation)*
    2. *Upgrading of Power Supply: Two Sets of Generator Housing*
    3. *Construction of Standard Factory Building: Retaining Wall for SFB No.17*
- D. Adjournment

## IV. Preliminary Remarks

1. All prospective bidders, members of the BAC, the TWG, the Secretariat present, and the end-users were welcomed.

2. Ms. Dhane Ferl Peralta 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).
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 April – 10 May 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 April (Monday) 10:00 AM	Via Zoom App
Request for Clarification (Deadline)	22 April (Friday) 10:00 AM	Inquiries must be sent via e-mail to the BAC Secretariat ( <a href="mailto:bac.secretariat@afab.gov.ph">bac.secretariat@afab.gov.ph</a> ) or via a written letter
Deadline of submission of bids	10 May (Tuesday) 9:30 AM	Procurement Management Division, Ground Flr., AFAB Administration Building, FAB, Mariveles, Bataan
Opening of Bids	10 May (Tuesday) 10:00 AM	Mt. Mariveles Board Room, 2/F, AFAB Administration Building, FAB, Mariveles, Bataan

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](http://afab.gov.ph)).
5. Payment is encouraged thru online banking or bank deposit. Bidders must send request to [bac.secretariat@afab.gov.ph](mailto: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 Breakdown of Cost for Goods/Services.
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](mailto: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. The requirement that the winning bidder shall register with the FAB Enterprise Department to become an accredited entity by the AFAB was also discussed.
16. Prospective bidders were reminded that winning bidders 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.

**V. Presentation of the Project *"Supply and Delivery of Aluminum Sulfate and Liquid Chlorine"***

1. Ms. Shirley Diciembre of the Environmental and Utilities Division presented the scope of work for the project. The approved budget for the contract is Php 4,062,755.00 with staggered delivery. The fund source is CO-MOOE.
2. After the presentation of the project, Ms. Peralta informed the bidders that it is time for the prospective bidders to negotiate and raise their queries and concerns.
3. Mr. Jun Marigomen of Jedaric Chemicals Co., Inc. raised his concern with regard to the budget for Aluminum Sulfate which he claims to be insufficient or low. Ms. Camilo of the BAC Secretariat mentioned that the concern of Mr. Marigomen is well noted. She requested the prospective bidders to send

their proposals on or before 22 April 2022 to the BAC Secretariat's e-mail address which will be used for the detailed review of the project, and for the end-user and the BAC to determine the validity of the claim of the prospective bidder. However, she also emphasized that their submission of proposals is not an assurance that their proposal will be accepted. The team will still conduct technical and financial evaluations to determine the feasibility of their proposals.

**VI. Presentation of the Project "*Fire Alarm and Detection System (Supply and Installation)*"**

1. Mr. Elmer Don of the Fire and Emergency Division presented the project specifications and plans for the project. The approved budget for the contract is Php 5,000,000.00 with a duration of 180 C.D. The fund source is the 2022 IGF.
2. Ms. Krisna Mae Sancho of Asisi Systems Corp. wanted to verify the submission of the bidding requirements mentioned during the presentation. Mr. Don answered that these should be submitted together with the bid documents.
3. Ms. Sancho also asked if the 10% which was multiplied to the quantity of the optical detectors are the spare. Mr. Don affirmatively answered.
4. Moreover, Ms. Sancho asked whether they shall provide the single line diagram system. Mr. Don also affirmatively answered.
5. Mr. Bernard Duran of Multi-line Building Systems Inc. asked for the Project Identification Number (PIN) of the project. Ms. Maureen Camilo of the BAC Secretariat answered that they could refer to the reference number of the project in the PhilGEPS Website. She also added that if they encounter difficulties in accessing the PhilGEPS Website, they can e-mail the BAC Secretariat.
6. Mr. Duran also requested for the detailed plan layout since they cannot distinguish the smoke detectors from the heat detectors. Mr. Don said that the plans are in the released bid docs, and what are included in the plans are smoke detectors. Mr. Duran then asked for the location of the manual pull stations. Mr. Don answered that it is also in the plans.
7. In addition, Mr. Duran wanted to know if site inspection is requirement for the project. Mr. Don said that site inspection will be required for the project, and it will be placed in the bid bulletin to be released.
8. Mr. Manuel Nagal of NTEKSystems Inc. asked whether the technical specifications are just the minimum requirements. Mr. Don answered that those are just minimum requirements, and the prospective bidders can opt to upgrade their offers.

**VII. Presentation of the Project “Upgrading of Power Supply: Two Sets of Generator Housing”**

1. Engr. Kristel Shae Cabante of the Infrastructure and Maintenance Division presented the scope of work and plans of the project. The approved budget for the contract is Php 1,693,428.90 with contract duration of 90 CD. The fund source is GAA.
2. Mr. Constancio Castro from One Commerce (Int’l) Corporation asked for the specifications of the generator in relation to the controller. Engr. Cabante answered that the specifications were included in the scope of work, more specifically in the smart generator digital control panel.

**VIII. Presentation of the Project “Construction of Standard Factory Building: Retaining Wall for SFB No.17”**

1. Engr. Janice Nablea presented the scope of work and plans for the project. The approved budget for the contract is Php 1,784,114.26 with a duration of 40 C.D. The fund source is the 2020 GAA (unallocated savings).
2. Mr. Jolou M. Sisno of Victoria Builders and Tradings wanted to confirm the measurement units of the following items in the Bill of Quantities (BOQ), Engr. Nablea answered as follows:
  - A. For Item no. 1.1 - *Provision of Progress Photographs*, the unit is e.a. (piece)
  - B. For Item no. 3.1 - *Clearing and Grubbing*, the unit is in cubic meters
  - C. For Item no. 4.4 - *Supply and Installation of CHB with Plastering and Reinforcements*, the unit must be in square meters instead of kilograms. Engr. Nablea said that she will check the unit for this item and a bid bulletin shall be issued.

**IX. Closing Remarks**

1. Ms. Peralta reminded the attendees of the deadline for submission of inquiries. The response shall be via a bid bulletin which will be posted in the PhilGEPS and the AFAB websites and will be sent to all prospective bidders who joined the Pre-Bid Conference.
2. Ms. Peralta also reiterated that the deadline for the submission and opening of bids is strictly observed by the BAC.
3. The BAC expressed their gratitude to all the attendees and prospective bidders.

**X. Adjournment**

There being no other matters for discussion, the Pre-bid Conference was adjourned at 11:05 AM.

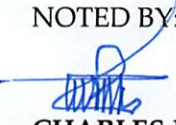
PREPARED BY:

  
**DHANE FERL P. PERALTA**  
BAC-Secretariat Member

CERTIFIED CORRECT BY:

  
**EFREN JOE P. MILLORA II**  
Head, BAC-Secretariat

NOTED BY:

  
**CHARLES M. RAMONES**  
Chairperson  
Bids and Awards Committee