

BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING

Pre-Bid Conference, 1:30 PM, 21 June 2022

Via Zoom APP, G/F AFAB Administration Building

Mariveles, Bataan

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

No.	Name	Position
1.	Ronal A. Nuyles	3CA Builders
2.	Romeo V. Tepage	Avesco Marketing Corporation
3.	Lairvin M. Evangelista	Danitech Power System Inc.
4.	Jovanie E. Beronio	Danitech Power System Inc.
5.	Francis Jerald Bicatulo	Feb Electrical
6.	Ferdinand Espiritu	DLL & Sons Company Asia Ltd., Inc.
7.	Mia Lusuegro	Technozone Corporation
8.	Shienna Marie S. Andion	Technozone Corporation
9.	Gabrielle Rodrigo	Maxcore Technologies Inc.
10.	Edelyn Tupay-Sagun	COMSPEC Marketing
11.	Kyle Sagun	COMSPEC Marketing
12.	Romel Corpuz	BEZCMPC
13.	Janice Bautista	The Brain Computer Corporation
14.	Richard Bartolay	Omniworx, Inc.
15.	Jobelle Pulido	Omniworx, Inc.

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

No.	Name	Position
12.	Gea Mae E. Domingo	Member
13.	Andrew M. Cunanan	Member
14.	Marry Grace T. Samson	TWG Head (Goods)
15.	Robinson A. Pajarillo	Member
16.	Aileen O. Saberdo	Member
17.	Clifford A. Fernandez	Member (End-User)
18.	Eunice S. Fernandez	Member
19.	Benny R. Astrero Jr.	Member
20.	Raphael M. Gomez	Member
21.	Jazell R. Cañas	Member
22.	Gian Carlo T. Aquino	Member
23.	Efren Joe P. Millora II	BAC-Secretariat Head
24.	Maureen P. Camilo	BAC-Secretariat
25.	Dhane Ferl P. Peralta	BAC-Secretariat
26.	Jhon Mark D. Dizon	End-User
27.	Kristel Shae M. Cabante	End-User
28.	Anthony Ryan Manalata	End-User
29.	Juan Carlos V. 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 1:30 PM.

III. Agenda of the Pre-bid Conference

- A. Call to Order
- B. Preliminary Remarks
- C. Presentation of the Projects
 - Competitive Bidding:
 1. *Supply, Delivery, Installation, Configuration, Set-up and Testing of Audio-Visual System at Audio-Visual Room 3 (AVR-3) at the AFAB Main Administration Building*
 2. *Upgrading and Replacement of Pad Mounted Transformers to Distribution Type Transformers*
 3. *Service Contract for the Supply of Manpower, Supervision, and Tools for the FAB Facility and Infrastructure Maintenance Operations*
 - Negotiated Procurement:
 1. *Upgrading of Power Supply: Two Sets of Generator Housing*
- 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	13 June – 4 July 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/ Negotiation	21 June (Tuesday) 1:30 PM	Via Zoom App
Request for Clarification (Deadline)	24 June (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	4 July (Monday) 1:00 PM	Procurement Management Division, Ground Flr., AFAB Administration Building, FAB, Mariveles, Bataan
Opening of Bids	4 July (Monday) 1:30 PM	Audio Visual Room (AVR), 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).
5. Payment is encouraged through online banking or bank deposit. Bidders must send a request to bac.secretariat@afab.gov.ph.
6. The common errors that bidders committed which resulted in 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 prescribed format for Omnibus Sworn Statement and other forms in the Philippine Bidding Documents (PBD) must be followed.

10. 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.
11. 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.
12. 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.
13. 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.
14. The requirement that upon receipt of the Notice of Award, the winning bidder shall register with the FAB Enterprise Department to become an accredited entity by the AFAB was also discussed.
15. 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 one year after the AFAB issues a Certificate of Final Acceptance, whichever comes later, pursuant to Section 39 of the revised IRR of RA 9184.
16. The BAC Secretariat reminded the prospective bidders of the minimum health protocols for AFAB Visitors which must be complied such as wearing of face masks.

V. Presentation of the Project *"Supply, Delivery, Installation, Configuration, Set-up and Testing of Audio-Visual System at Audio-Visual Room 3 (AVR-3) at the AFAB Main Administration Building"*

1. Mr. Clifford Fernandez of the Administrative Services Department – Administrative Services Division together with Mr. Anthony Ryan Manalata of the Corporate Planning Department - Management Information System presented the project specifications. The approved budget for the contract is Php 3,500,000.00 with a duration of 90 C.D. The fund source is 2022 IGF.
2. Ms. Gabrielle Rodrigo of Maxcore Technologies Inc. asked whether their project on the public address system can be considered as their Single Largest Completed Contract. Mr. Manalata affirmatively answered.

3. Ms. Rodrigo also requested for a floor plan for them to better visualize the installation, configuration and set-up of the project. Ms. Peralta answered that the floor plan shall be issued together with the bid bulletin after the deadline on the request for clarifications.
4. Ms. Edelyn Tupay-Sagun of COMSPEC Marketing wanted to confirm if the switcher is not included in item no. 6. Mr. Manalata responded that the switcher is not included because of budgetary constraints. Ms. Sagun also asked if the AFAB would accept their bid if they included the switcher. Mr. Manalata answered that it will be accepted as long as it does not exceed the approved budget for the contract, and if they are considered as the lowest calculated and responsive bidder.
5. Ms. Sagun also wanted to know the intended function of the monitors. Mr. Manalata explained that the monitors are intended to extend the display within the AVR Room.
6. Furthermore, Ms. Sagun wanted to confirm if there is really no media player for the television in item no. 7. Mr. Manalata said that the media player shall be procured separately.

VI. Presentation of the Project *“Upgrading and Replacement of Pad Mounted Transformers to Distribution Type Transformers”*

1. Engr. Jhon Mark Dizon of the Freeport Facilities Department – Infrastructure and Maintenance Division presented the specifications of the project. The approved budget for the contract is Php 13,000,000.00 with a duration of 90 C.D. The fund source is the 2022 IGF.
2. Mr. Jovanie E. Beronio of Danitech Power System Inc. wanted to confirm if the project only involves the delivery of goods and not the installation. Engr. Dizon affirmatively answered.
3. Mr. Beronio also asked if it is possible that items no. 1, 2 and 3 be delivered within three months since as distributors, their items are sourced from the outside and the items are also made to order. Engr. Dizon answered that there are already critical parameters present, and the existing transformers need to be replaced as soon as possible. Hence, they shall stick with the schedule of delivery.
4. Also, Mr. Beronio wanted to confirm whether the required number of years of workmanship is five years. Dizon affirmatively answered.
5. Regarding the transformers, Mr. Beronio asked whether there is a specific core material to be used. Engr. Dizon said that no specific core material is required. However, these must pass the test requirements.

VII. Presentation of the Project *“Service Contract for the Supply of Manpower, Supervision, and Tools for the FAB Facility and Infrastructure Maintenance Operations”*

1. Engr. Reylynd Baluyot of the Freeport Facilities Department – Infrastructure and Maintenance Division presented the terms of reference. The approved budget for the contract is Php 2,671,976.93 with a duration of five (5) months. The fund source is the 2022 MOOE.
2. Mr. Jobelle Pulido from Omniworx, Inc. mentioned that upon checking the breakdown of expenses, the daily wage of the utility man is still Php 420.00. Engr. Baluyot answered that the project documents were prepared before the issuance of the order on wage increase. Hence, a bid bulletin shall be released regarding this query.
3. Furthermore, Mr. Pulido asked if site inspection is required for this project. Engr. Baluyot said that site inspection is not required for this project, but it is better if the bidder will conduct site inspection.

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

1. Ms. Peralta asked if there are any interested bidders for the project present.
2. There being no interested bidders, Ms. Peralta informed the attendees that in the interest of time, Engr. Kristel Shae Cabante will no longer present the scope of the project.

IX. Closing Remarks

1. Ms. Peralta reminded the attendees of the deadline for submission of inquiries. The response shall be via 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 3:09 PM.

PREPARED BY:


DHANE FERL P. PERALTA
BAC-Secretariat Member

CERTIFIED CORRECT BY:


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

NOTED BY:


CHARLES M. RAMONES
Chairperson
Bids and Awards Committee