



## Pre-bid Conference (via Zoom)

Project No. 2022-03: Construction of 300 cu. m. Elevated Steel Tank  
Project No. 2022-04: Construction of 1,000 cu. m. Cylindrical Ground Steel Tank

December 21, 2021, 1:30pm  
GSCWD Bldg., Boardroom, General Santos City

### MINUTES OF THE PROCEEDINGS

#### I. Attendance (GSCWD)

##### **Bids and Awards Committee (via Zoom)**

Ferdinand S. Ferrer, MPA	-	BAC Chairperson
Engr. Rogelio A. Besana, Jr.	-	BAC Vice Chairperson
Engr. Cornelio Turija, Jr.	-	BAC Member
Samcelle B. Valenzuela, MPA	-	BAC Member
Maritess P. Primaylon, MPA	-	BAC Member
Agnes P. Tampico, MPA	-	BAC Secretariat, Head
Mira Jean G. Fuentes	-	BAC Secretariat
Rauline Kaye F. Autida	-	BAC Secretariat
Engr. Michael Gabales	-	BAC TWG, Head
Engr. Ma. Celia Dandan	-	BAC TWG

##### **Bidders (via Zoom)**

Feven Joshua Carpe	-	Hanna Via Construction
Ken Dela Cruz	-	Houston Hydrotech
Sherlyn Maranan	-	Houston Hydrotech
Jucson Solmia	-	Winch Mechanical Innovations
Jonnave Lazara	-	Winch Mechanical Innovations
Jimmuel Villamor	-	SPCC
Chemberlyn Bihag	-	NJG Construction
Allan Acharon	-	AL Acharon Construction
Jullien Isagaan	-	LHE Construction

#### II. Call to Order

The conference was called to order at 1:30 pm and was presided by the BAC Chairperson, Ferdinand S. Ferrer, MPA.

BAC Secretary Mira Jean Fuentes went over the attendees. Seven (7) prospect bidders attended the pre-bid conference, namely: Hanna Via Construction, Houston Hydrotech, Winch Mechanical Innovations, SPCC, NJG Construction, AL Acharon Construction, and LHE Construction.

There were no representatives from Commission on Audit, Kiwanis, and PICE who were invited to observe and witness the conduct of the Pre-Bid Conference.

#### III. Highlights of the Proceedings

##### As to the Bidding Process

The Pre-bid Conference was conducted via webcasting (Zoom). BAC Member, Samcelle Valenzuela, MPA discussed the following points:



- The Total Approved Budget for the Contract (ABC)

	Project Approved Budget of the Contract
Project No. 2022-03: Construction of 300 cu. m. Elevated Steel Tank	Php 15,768,253.07
Project No. 2022-04: Construction of 1,000 cu. m. Cylindrical Ground Steel Tank	Php 8,020,835.25

- It was discussed to the prospective bidder the two-envelope system and the components for each envelope. The first envelope is Technical Component Envelope & the second is the Financial Component Envelope.
- The following are the components for each envelope:

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#### A. TECHNICAL COMPONENT ENVELOPE

##### Class "A" Documents

- (a) **Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);** or Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document, and

**Note:** In case any of the items are expired (except for Mayor's Permit), bidder must present copy of the renewed certificate; official receipts or any proof of payment shall not be accepted.

- (b) **Statement of the prospective bidder of all its ongoing government and private contracts,** including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid. *The sum of all outstanding works shall be reflected;* and

- (c) **Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid,** except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; and

**Note:** ITB Clause 5.2 states, "Similar contract shall refer in **CIVIL, PIPING, AND STRUCTURAL STEEL WORKS** in any Government or Private Institution from the date of submission and receipt of bids within **5 years**."

##### Allowable Range of Contract Cost (ARCC)

RA 23.4.2.4. The prospective bidder must have completed an SLCC that is similar to the contract to be bid, and whose value, adjusted to current prices using the PSA consumer price indices, must be at least fifty percent (50%) of the ABC to be bid: Provided, however, That contractors under Small A and Small B categories without similar experience on the contract to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost (ARCC) of their registration based on the guidelines as prescribed by the PCAB.

ARCC shall only be applicable for the SLCC requirement. Therefore, Contractors shall still be required to submit Similar Contracts for the conformity in the Technical Specification.

- (d) **Philippine Contractors' Accreditation Board (PCAB) License**

- Size Range – Small A & Small B
- Unexpired

- (e) **The Bid Security** shall be limited to Bid Securing Declaration (must be **notarized**) or at least one (1) other form in accordance with the following amount;



Project No. 2022-03: Construction of 300 cu. m. Elevated Steel Tank

- Cash (2% of ABC) = Php 315,365.06
- Cashier's / Manager's Check issued by a Universal or Commercial Bank (2% of ABC) = Php 315,365.06
- Bank Draft / guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank. (2% of ABC) = Php 315,365.06
- Surety Bond (5% of ABC) = Php 788,412.65 valid *until May 3, 2021* and shall be accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments.

Project No. 2022-04: Construction of 1,000 cu. m. Cylindrical Ground Steel Tank

- Cash (2% of ABC) = Php 160,416.71
- Cashier's / Manager's Check issued by a Universal or Commercial Bank (2% of ABC) = Php 160,416.71
- Bank Draft / guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank. (2% of ABC) = Php 160,416.71
- Surety Bond (5% of ABC) = Php 401,041.76 valid *until May 3, 2021* and shall be accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments.

(g) Project Requirements, include:

- a) Organizational Chart
- b) List of Contractors Personnel (ref BDS clause 10.4)
- c) List of Contractors Equipment (ref BDS clause 10.5)

**Note: Bidders who opt to bid for GSCWD Project 2022-03 or 2022-04, must provide a certification (notarized) that the key personnel and minimum major equipment listed herewith is different from Project 2022-04 and 2022-03, respectively.**

(h) **Original duly signed Omnibus Sworn Statement (OSS);** and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

**Note:** Must be Notarized  
Proforma will be given along with the Bid Document  
Must be filled out properly

(i) **Audited Financial Statements**

The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which **should not be earlier than two (2) years from the date of bid submission.**

(j) **Net Financial Contracting Capacity (NFCC)** computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184.

**B. FINANCIAL COMPONENT ENVELOPE**

- 1) Original of duly signed and accomplished Financial Bid Form
- 2) Original of duly signed Bid prices in the Bill of Quantities
- 3) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid, and
- 4) Cash flow by quarter

o Other reminders:

- Bids that exceed the ABC shall not be accepted.

**GENERAL SANTOS CITY WATER DISTRICT**

E. Fernandez St., Brgy. Lagao, General Santos City

Telephone No.: 552-3824; Telefax No.: 553-4960

Email Address: [gscwaterdistrict@yahoo.com](mailto:gscwaterdistrict@yahoo.com)

- Prospective bidders are instructed to provide **one (1) original and two (2) copies** of the documents for each component. The BAC prefers bid documents be identified with ticklers for easy location of file/s to be evaluated during opening of bids.
- Other bidders can still join the bidding even if they have not attended the Pre-bid Conference.
- Bid shall be submitted to GSCWD for Opening of Bids on **January 3, 2021 at 12:00nn**; late bids shall be declared "late" and shall not be accepted.
- After determining compliance with the requirements in the first envelope, the BAC shall forthwith open the second bid envelope of each remaining eligible bidder whose first bid envelope was rated "PASSED".
- In case one or more of the requirements in the second envelope of a particular bid is missing, incomplete or patently insufficient, and/or if the submitted total bid price exceeds the ABC, the BAC shall rate the bid concerned as "FAILED".
- The BAC or the Procuring Entity shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or for its premature opening. Also, this act shall be subject for **ineligibility or disqualification**.
- All forms must be properly filled out (project no., project name, etc.) and be addressed to:  
**Ferdinand S. Ferrer, MPA**  
BAC Chairperson  
General Santos City Water District  
E. Fernandez St., Brgy. Lagao, GSC

**As to ELECTRONIC BID SUBMISSION**

Based on GPPB Resolution No. 09-2020, dated 7 May 2020

**SUBMISSION AND RECEIPT OF BIDS**

1. **Bidding Documents** must be in **Two (2) password protected compressed archive files** which shall be submitted simultaneously, the **first shall contain the Technical Component (Legal, Technical & Financial Documents)** and the **second shall contain the Financial Component** of the bid. Deadline and submission of bid for this Project is **January 3, 2021 at 12nn**. Bids shall be emailed at: [gscwdprocurement@yahoo.com](mailto:gscwdprocurement@yahoo.com). Kindly secure confirmation from the recipient.

**Note:**

- A. Please make sure that the files are readable and in pdf format.
- B. Kindly compress the required documents into one file.
- C. Please use the following format for your electronic bid:

**[Company name] Technical Component [part 1, part 2 (if applicable)]**

**[Company name] Financial Component**

- D. Bidders who opt to submit bid documents online shall also submit required hard copies to the General Santos City Water District.

2. **Bidding Documents not in compressed** archive folders and are **not password protected**, shall be **rejected**. However, bid files **not properly compressed** and **password-protected**, as required in the Bidding Documents, shall be **accepted**, provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC shall **assume no responsibility** for the misplacement of the contents of the improperly compressed or password-protected folder, or for its premature opening.

**MODIFICATION OF BIDS**

If a bidder modifies its Bid, it shall not be allowed to retrieve its original Bid, but shall only be allowed to send another Bid equally secured and properly identified. In the case of electronic submission, to be labeled as a "modification," of the one previously submitted. The time indicated in the latest Bid receipt page generated shall be the official time of submission. Bids submitted after the **deadline shall not be accepted**.

**BID OPENING**



The passwords for accessing the **Bidding Documents** will be disclosed by the Bidders only **during the actual bid opening** which may be done in **person or face-to-face through videoconferencing, webcasting or similar technology.**

#### I. Clarifications

- Ms. Sherlyn Maranan, Houston Hydrotech representative, inquired if the Certificate of Site Inspection be included in the submission of their bid.
  - Mr. Ferdinand S. Ferrer answered affirmatively and emphasized that it will be included in the First Envelope along with the Legal, Technical & Financial Components.

#### As to the Technical Specifications

Engr. Ma. Celia Dandan elaborately discussed the Technical Specifications which can be found in Section VI of the Bidding Documents.

The following were also shown during the discussion:

- Drawings – Section VII of the Bidding Documents
- Bill of Quantities – Section VIII of the Bidding Documents
- Addendum 16 (Project No. 2022-04: Construction of 1,000 cu. m. Cylindrical Ground Steel Tank)

#### II. Clarifications

National Competency (NC) certificate from TESDA	Welders shall submit <b>unexpired</b> corresponding National Competency (NC) certificate from TESDA. Engr. Ma. Celia Dandan informed the bidders that in GSCWD's recent bidding, all bidders were able to submit an unexpired National Competency (NC) certificate from TESDA for its Welders despite the pandemic.
Power Supply	Engr. Dandan advised that for the power supply, winning bidder needs to apply for a new account to obtain electricity.
Ken Dela Cruz – Houston Hydrotech Clarified about the drawing found in Section VII – Drawings, Supply Pipe Details, Page 5.	Engr. Dandan explained that the 8" Ø Supply Pipe Provision with Blind Flange shown has a hole and it is just a provision. The other one adjacent to this provision is the supply pipe.

#### 5.0 Addendum

This Addendum No. 17 is issued to modify or amend items. This shall form as an integral part of the Bid Documents for **Project No. 2022-03: Construction of 300 cu. m. Elevated Steel Tank** at Zone 11-B, Brgy. Fatima, General Santos City.

Amendment	From	To
Section VII. Drawings Page 2/12 Tank Elevation	8mm thk. TOP PLATE	6mm thk. TOP PLATE

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This Addendum No. 18 is issued to modify or amend items. This shall form as an integral part of the Bid Documents for **Project No. 2022-04: Construction of 1,000 cu. m. Cylindrical Ground Steel Tank** at Purok 6, Barangay Conel, General Santos City.

Amendment	From	To
<b>Bill of Quantities</b>	2a. Furnishing & Installation of 9mm thk. Steel Plate	2a. Furnishing & Installation of 9mm thk. Steel Plate & 6mm thk. Steel Plate
<b>C. Steel Works</b>		
<b>2. Shell Plates</b>		

**6.0 Adjournment**

There having no other remaining topic to be discussed, the Pre-Bid Conference was adjourned at 3:45pm.

**Prepared by:**  
**MIRA JEAN G. FUENTES**  
*BAC Secretary***Checked by:**  
**AGNES P. TAMPICO, MPA**  
*Head, BAC Secretariat***Reviewed by:**  
**ENGR. MA. CELIA DANDAN**  
*Technical Working Group*  
**ENGR. MICHAEL GABALES**  
*Head, TWG***Attested and approved by:**  
**FERDINAND S. FERRER, MPA**  
*BAC Chairperson*



In conformity with the Bids and Awards Committee:

**ENGR. ROGELIO A. BESANA, JR.**  
*Vice Chairperson*

**ENGR. CORNELIO T. TURIJA, JR.**  
*BAC Member*

**SAMCELLE B. VALENZUELA, MPA**  
*BAC Member*

**MARITESS PRIMAYLON, MPA**  
*BAC Member*