



Pre-bid Conference (via Zoom)
Project 2022-10: Construction of Meter Room and Motorpool Building at
Prk. Udagre, Brgy. Conel, General Santos City
March 28, 2022, 1:30pm
GSCWD Bldg., Boardroom, General Santos City

MINUTES OF THE PROCEEDINGS

I. Attendance

Bids and Awards Committee (GSCWD Office & 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
Engr. Michael Gabales	-	BAC TWG, Head
Judy Lim-Pasman	-	BAC TWG
Engr. Ma. Celia Dandan	-	BAC TWG
Engr. Danilo Horlador	-	BAC TWG
Agnes P. Tampico	-	BAC Secretariat, Head
Rauline Kaye F. Autida	-	BAC Secretariat
Mira Jean Fuentes	-	BAC Secretariat

Bidders (via Zoom)

Ellen Japos	-	AL Acharon
Jalen Claire Cayare	-	LHE Construction
Bob Kenneth Garcia	-	J3 Cube Construction Firm
Jun Mata	-	J3 Cube Construction Firm

Absent

Maritess P. Primaylon, MPA	-	BAC Member
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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 Rauline Kaye Autida went over the attendees. Three (3) prospect bidders attended the pre-bid conference, namely: AL Acharon, LHE Construction, and J3 Cube Construction Firm.

There were no representatives from the 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 Engr. Cornelio Turija, Jr. discussed the following points:

- The Total Approved Budget for the Contract (ABC) is **Five Million One Hundred Two Thousand Five Hundred Thirty Eight & 24/100 Pesos Only (Php 5,102,538.24)**.
- The Project Duration for this project is 120 calendar days.
- It was discussed to the prospective bidder the two-envelope system and the components for each envelope. The first envelope is Technical Component & the second is the Financial Component.



- o The following are the components for each envelope:

A. TECHNICAL COMPONENT ENVELOPE

- (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 5.3: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least **fifty percent (50%) of the ABC.**

- ITB 10.2: The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within **2 years** prior to the deadline for the submission and receipt of bids.

- BDS ITB 5.3: For this purpose, contracts similar to the Project shall be:

- **CIVIL, PIPING, AND STRUCTURAL STEEL WORKS**

- Completed within **2 years** prior to the deadline for the submission and receipt of bids.

- **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
 - Category C / D
 - 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;

- Cash (2% of ABC) = Php 102,050.76
- Cashier's / Manager's Check issued by a Universal or Commercial Bank (2% of ABC) = Php 102,050.76
- Bank Draft / guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank. (2% of ABC) = Php 102,050.76
- Surety Bond (5% of ABC) = Php 255,126.91 valid *until* August 11, 2022 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)

(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.
- 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 Documents submitted in the GSCWD office shall be accepted, however the conduct of Opening of Bids shall be via Zoom.
- Bid shall be submitted to GSCWD for Opening of Bids on **April 11, 2022 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 the Project is **April 11, 2022 at 12nn**. Bids shall be emailed at: 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**.

As to the Technical Specifications

Engr. Danilo Horlador elaborately discussed the following:

- Technical Specifications – Section VI of the Bidding Documents
- Drawings – Section VII of the Bidding Documents
- Bill of Quantities – Section VIII of the Bidding Documents

Note: Drawings found in Section VII of the Bidding Documents does not include Page 10.

Other Discussion

Query	BAC Response
<p>Jun Mata – J3 Cube Construction Firm</p> <p>How many meters from the nearest junction of downspout tapping, or connection to the nearest public sewer line?</p>	<p>Engr. Danilo Horlador – BAC TWG</p> <p>As of the moment, there is no existing drainage system in the area. So the best thing to do is to drop the water directly to the land.</p>



<p>Jun Mata – J3 Cube Construction Firm</p> <p>In cases that we no longer have the original receipt of the equipment and tools, is it accepted to issue the affidavit of ownership, beside these tools and equipment have been inspected in COC project?</p> <p>In line with electrical works, how many meters do we need to tap the public electrical lines?</p> <p>How about ATS?</p> <p>On the issue of interior PWD handle, where to input the costing?</p>	<p>Judy Lim-Pasman – BAC TWG</p> <p>Yes, provided that the affidavit of ownership is notarized and the equipment / tools are present during the conduct of post-qualification of the winning bidder. However, in case of lease, the prospective bidder shall include in its bid a copy of the lease contract.</p> <p>Engr. Danilo Horlador – BAC TWG</p> <p>The contractor shall supply electrical supplies and accessories from service entrance up to the building (MOTORPOOL AND METER ROOM) as shown in the plans and GSCWD will be responsible for the tapping to the utility supply line.</p> <p>ATS is not included.</p> <p>PWD comfort room is already included in the contract and is shown in the Drawing found in Section VII of the Bidding Documents.</p>
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IV. Adjournment

There having no other remaining topic to be discussed, the Pre-Bid Conference was adjourned at 3:30 pm.

Prepared by:


MIRA JEAN C. FUENTES
BAC Secretary

Checked by:


AGNES P. TAMPICO, MPA
Head, BAC Secretariat

Reviewed by:


JUDY LIM-PASMAN, JD
TWG Member


ENGR. MICHAEL GABALES
Head, TWG


ENGR. MA. CELIA DANDAN
TWG Member


ENGR. DANILO HORLADOR
TWG Member



Attested and approved by:



FERDINAND S. FERRER, MPA
BAC Chairperson

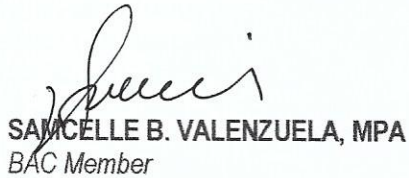
In conformity with the Bids and Awards Committee:



ENGR. ROGELIO A. BESANA, JR.
Vice Chairperson



ENGR. CORNELIO T. TURIJA, JR.
BAC Member



SANELLE B. VALENZUELA, MPA
BAC Member

- absent -
MARITESS P. PRIMAYLON, MPA
BAC Member