



DENR Bids and Awards Committee for Regular Operations

**MINUTES OF BAC MEETING
06 August 2021**

- Venue** : DENR Main Building &
Online via Google Meet Platform
- Date/Time** : 06 August 2021, Friday
10:00 AM onwards
- Agenda** : **Pre-Bid Conference for the Repair and Renovation of Various Offices in the Main Building of the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref. No. DENR-CO-2021-017**

I. ATTENDANCE

DENR Bids and Awards Committee

ASec Marcial C. Amaro, Jr.	Chairperson
Atty. Norlito A. Eneran	Vice Chairperson
Ms. Evelyn G. Nillosan	Alternate Vice Chairperson
Engr. Gilbert C. Mondroy	Member
Engr. Guillermo V. Estipona, Jr.	Provisional Member/End-user

BAC Technical Working Group

Atty. Anthony Raymond M. Velicaria	Head
Engr. Roberto M. Aguda	Member
Mr. Lamberto S. Ramos	Member
Ms. Ann Joanna B. Villarama	Member
Arch. Katrina Carla I. Catapang	Member/End-user Representative
Mr. Nel James B. Aquino	Member/End-user Representative
Engr. Maria Cristina Ishida	Member/End-user Representative
Engr. Maria Aingie Gopico	Member/End-user Representative
Engr. Rodney Diaz	Ad hoc Member
Ms. Ma. Rosario T. Santiago	Ad hoc Member
Ms. Alleli G. Vergara	Ad hoc Member

BAC Secretariat

Ms. Jessa B. Montes	Member
Ms. Lia Kassandra A. Logmao	Member

Other Attendees

Engr. Randy L. Tiin	End-user Representative
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Other office staffs

Attendance of Prospective Bidders

Prospective Bidders	Representative/s
<i>Repair and Renovation of Various Offices in the Main Building of the DENR-CO</i>	
1) BN Seven Konstruk Corp.	Mr. Bendicson Siman
2) AJA Builders	Mr. Romel Dig Mr. Emmanuel Antazo
3) MDH Construction	Ms. Evangeline Huevos
4) Trowel Builders Corporation	Ms. Arman Dale Marie Villo
5) ACC Carasco Enterprise Inc.	Ms. Alexandra Carasco
6) Jan Owen Martin Construction Corporation	Ms. Lilibeth Habon

II. CALL TO ORDER

The meeting was called to order at 10:00 AM and presided by the Chairperson, to discuss the agenda stated above.

III. ROLL CALL

The BAC Secretariat called the roll and informed the Chairperson that five (5) members are present which constitute a quorum. The Chairperson was also informed that other members of the BAC, TWG and Secretariat, who were not in attendance, were on official business.

IV. SALIENT FEATURES OF DISCUSSION

- The BAC Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the above listed prospective bidders.
- Before the discussion started, all prospective bidders affirmed their familiarity with the Government bidding process and requirements under RA 9184 and its Revised Implementing Rules and Regulations (IRR).
- A brief presentation on the bidding documents was presented by the BAC Secretariat emphasizing the following requirements:
 - ✓ Packaging and Envelope Labeling Instructions
 - Bidders shall submit ONE (1) Envelope containing technical and financial documentary requirements
 - ✓ Invitation to Bid
 - ✓ Instructions to Bidders
 - ✓ Bid Data Sheet
 - ✓ General Conditions of the Contract
 - ✓ Special Conditions of the Contract

✓ Eligibility Documents

- Valid and current Certificate of PhilGEPS Registration (Platinum Membership) issued to the bidder with attached Annex A
 - The valid & current certificate of PhilGEPS Certificate of Registration (Platinum Membership) shall reflect the updated eligibility documents. Should the Annex A of said Certificate reflects not updated document, the bidder shall submit, together with the certificate certified true copies of the updated documents.
- Statement of all its ongoing government and private contracts
 - Form provided as per Annex I of the bidding documents
- Statement of the Bidder's Single Largest Completed Contract (SLCC)
 - Form provided as per Annex I-A of the bidding documents
 - SLCC of similar nature which shall mean contracts involving repair/renovation/rehabilitation/construction of buildings.
 - With attached copy of Constructor's Performance Evaluation System (CPES) with a Final Rating of at least SATISFACTORY; or Owner's Certificate of Acceptance, or Owner's Certificate of Completion
- Valid and current Philippine Contractors Accreditation Board (PCAB) License, duly signed by the Authorized Managing Officer, with Principal Classification in General Building Category C or D and at least Small B Contractor. The PCAB license must indicate "PCAB registered contractor for Government Projects."

▪ Original Bid Security

Project ABC (P)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (P)	Bid Security: Surety Bond (5%) (P)	Bid Securing Declaration (Annex II)
2,548,567.86	50,971.36	127,428.39	No required percentage

- Duly notarized or unnotarized Bid Securing Declaration shall be accepted pursuant to GPPB Resolution No. 09-2020 dated 07 May 2020.
- Conformity with Project Specifications as specified in the Section VI of the Bidding Documents attached with the following:
 - Organizational Chart for the contract to bid;
 - List of contractor's Key Personnel to be assigned to the contract to be bid, with their complete qualifications and experience data and other requirements.
 - List of contractor's equipment units, which are owned, leased, and/or under purchase agreements, supported by certification of availability of equipment from the equipment lessor/vendor for the duration of the project.
- Sworn Statement
 - Form provided as per Annex III of the bidding documents
 - Usage of any of the following "or" or "and/or" in specifying the authorized representative/s.
 - However, if the bidder has more than one (1) authorized representative and used the word "and", all representatives must sign/initial in the prescribed forms provided. Otherwise, shall be a ground for the rejection of the bid and will result in a rating of "Failed".
 - Attach Proof of Authority of the bidder's authorized representative. For Sole Proprietorship must submit duly notarized or unnotarized Special

Power of Attorney. If Corporations, Cooperative or the Members of the Joint Venture, must submit duly notarized or unnotarized Secretary's Certificate/Board Resolution

- Audited Financial Statements (AFS)
 - Submit 2020 AFS
- Net Financial Contracting Capacity
 - Form provided with detailed computation as per Annex IV of the bidding documents
 - Computation must be at least equal to the ABC of the project
- ✓ Financial Documents
 - Bid Form per Annex V;
 - In case of discrepancy between amount in figures and amount in words, the amount in words shall prevail.
 - Bid Prices in the Bill of Quantities per Section VIII;
 - Detailed estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid;
 - Cash flow by quarter or payment schedule;
 - Digital copy stored in Universal Serial Bus (USB) flash drive in Excel File of Item Nos. 2 to 4.
 - The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.
- ✓ Additional Post-Qualification Documentary Requirements under the Bid Data Sheet of the bidding documents.
- After the presentation, the prospective bidders were given the chance to raise their queries and clarifications detailed as follows:

Queries/Clarifications	Response
Due to the CoVID-19 pandemic, the price of building materials such as steel and lumbers has increased. Can the project's Bill of Quantities (BOQ) be revisited/reviewed to consider said price increase?	The end-user unit will carefully evaluate and re-assess the estimates. Changes, if any, will be reflected in the Supplemental/Bid Bulletin (SBB) No. 1 to be issued not later than 13 August 2021.
When can they conduct site inspection?	They can conduct site inspection on weekdays starting on Monday, 09 August 2021.

- Before the presiding officer terminated the discussion, all bidders were informed that they can still submit additional queries through email, phone call and/or telefax on or before 11 August 2021, 12:00 NN.
- For the End-user unit, to respond to the queries and clarifications of the bidders in order to proceed with the scheduled Bid Opening on 20 August 2021.
- For the Secretariat, to include changes on the bid bulletin and ensure that for the succeeding projects, provisions in the Bidding Documents are updated/revised based on the latest issuances relative to the procurement.

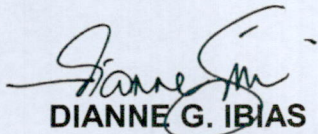
- The BAC Secretariat reminded the prospective bidders to purchase the bidding documents amounting to P 5,000.00 not later than the scheduled submission of bids on 20 August 2021 at 8:30 AM to be able to participate in the bidding.

V. ADJOURNMENT

There having no matters to discuss, the BAC meeting was adjourned at 11:10 AM.

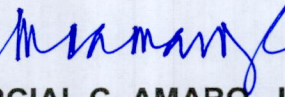
Prepared by:

Noted by:



DIANNE G. IBIAS

OIC Chief, Procurement Management Section,
Property and Supply Management Division &
Head, BAC Secretariat



MARCIAL C. AMARO, JR., CESO III

Assistant Secretary for Policy, Planning and
Foreign Assisted and Special Projects &
Chairperson, Bids & Awards Committee