



DENR Bids and Awards Committee for Regular Operations

MINUTES OF BAC MEETING 29 June 2021

- Venue** : Field Operations Conference Room, 5th Floor, DENR Main Building & Online via Google Meet Platform
- Date/Time** : 29 June, 2021, Tuesday; 9:30 AM onwards
- Agenda** :
1. Pre-Bid Conference for the Procurement of Services for the Remote Sensing Based Analysis of Identified Manila Bay Area Waterways System for the Department of Environment and Natural Resources – Manila Bay Coordinating Office (DENR-MBCO) under Bid Ref. No. DENR-CO-2021-027
- 2. Pre-Procurement Conference for the following:**
- a) Supply, Delivery, Installation and Testing of One Lot Horizontal Cabling Upgrade and Harnessing of the DENR-CO Main Building under Bid Ref. No. DENR-CO-2021-028
 - b) Supply, Delivery and Application of Bioremediation Solution for the Water Quality Improvement of Various Esteros under Bid Ref. No. DENR-CO-2021-023
 - c) Procurement of Rapid Deployable Closed-Circuit Television (CCTV) Camera for the DENR-MBCO under Bid Ref. No. DENR-CO-2021-016.
 - d) Supply and Delivery of Various Motor Vehicles for the DENR-MBCO under Bid ref No. DENR-CO-2021-025

I. ATTENDANCE

DENR Bids and Awards Committee

ASec Marcial C. Amaro, Jr.	Chairperson
Mr. Elizar S. Cantuba	Member
Engr. Gilbert C. Mondroy	Member
Dir. Jacob F. Meimban, Jr.	Provisional Member/End-user

DENR Technical Working Group

Atty. Anthony Raymond M. Velicaria	Head
Engr. Roberto M. Aguda	Member
Ms. Dianne G. Ibias	Member
Ms. Ann Joanna B. Villarama	Member
Ms. Ma. Rosario T. Santiago	Member
Ms. Alleli G. Vergara	Member
Ms. Lia Kassandra A. Logmao	Member
Ms. Raquel G. Maale	Member/End-user Representative
Mr. Ivan Cayabyab	Member/End-user Representative
Ms. Nizethal L. Aducal	Member/End-user Representative
Engr. Raisah Averiel P. Balmes	Member/End-user Representative
Engr. Karl B. Katalbas	Member/End-user Representative

BAC Secretariat

Ms. Jessa B. Montes	Member
Procurement Staff	
Other Office Staffs	

Attendance of Bidder/s

Bidder/s

Representatives

Geo-Surveys & Mapping Inc.

- Ms. Jobel Buban
- Ms. Josephine Minerva

***Note: Attached as Annex "A" is the copy of Attendance for BAC Meeting dated 29 June 2021**

I. CALL TO ORDER

The meeting was called to order at 9:30 AM and presided by the BAC Chairperson, to discuss the agenda stated above.

II. ROLL CALL

The BAC Secretariat called the roll and informed the BAC Chairperson that four (4) members are present which constitute a quorum. The BAC Chairperson was also informed that other members of the BAC, TWG and Secretariat, who were not in attendance, were on official business.

III. SALIENT FEATURES OF DISCUSSION

1. Pre-Bid Conference for the for the Procurement of Services for the Remote Sensing Based Analysis of Identified Manila Bay Area Waterways System for the Department of Environment and Natural Resources – Manila Bay Coordinating Office (DENR-MBCO) under Bid Ref. No. DENR-CO-2021-027

- The BAC Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the representatives of Geo-Surveys & Mapping, Inc.
- Before the discussion started, prospective bidder affirmed their familiarity with the Government bidding process and requirements under RA 9184 and its Revised Implementing Rules and Regulation (IRR).
- A brief presentation on the new and simplified 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
 - Within the last 3 years
 - 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 within the last five (5) years from date of submission and receipt of bids equivalent to at least 50% of the ABC
- Attached copy of End User's Acceptance or Official Receipt/s or Sales Invoice

▪ **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 (<i>Annex II</i>)
1,996,000.00	39,3920.00	99,800.00	No required percentage

- Duly notarized or unnotarized Bid Securing Declaration shall be accepted pursuant to GPPB Resolution No. 09-2020 dated 07 May 2020.
- **Schedule of Requirements & Technical Specifications**
- Duly conformed per Section VI and VII of the bidding documents
 - Write "comply" only
 - Follow instructions as indicated in Section VII. Failure to follow instructions will result in a rating of "Failed".
- **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, it is encouraged to use the word "any of the following" or "or", otherwise, all representatives must sign/initial in the prescribed forms provided.
 - Attached 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 of the Members of the Joint Venture must submit Duly notarized or unnotarized Secretary's Certificate/Board Resolution
- **Audited Financial Statements (AFS)**
- Submit CY 2020 stamped "received" by the BIR or its duly accredited and authorized institutions dated CY 2021
- **Net Financial Contracting Capacity**
- Form provided with detailed computation as per Annex IV of the bidding documents
 - Computation must be equal to the ABC of the project
 - Or submit Committed Line of Credit issued by a Local Universal of Local Commercial Bank with machine validation at least equal to 10% of the ABC
- ✓ **Financial Documents**
- Completed and signed Financial Bid Form per Annex VI of the bidding documents
 - The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.
 - If the bid amount is inconsistent with words and in numbers, amount in words will prevail.
 - Signed and Accomplished Prices Schedule(s)
- ✓ **Documentary Requirements for Post-Qualification**
- PO or Contract for all Ongoing Contracts as listed per submitted Annex I
 - Po, Contract or any equivalent document as proof of six (6) years of experience in providing similar project.
- ✓ **Steps on how to purchase the bidding documents.**

- After the presentation, the prospective bidder was given the chance to raise their queries and clarification which were answered as follows:

Queries/Clarifications	Response
<p>Audited Financial Statement (AFS)</p> <ul style="list-style-type: none"> • Since our company is following a Fiscal Year, the deadline of submission of our company's AFS has yet to be set by the Security and Exchange Commission. Will the committee accept our previous AFS with stamped received by the BIR last November 2020? 	<ul style="list-style-type: none"> • Subject for verification. Official response will be reflected in the Supplemental/Bid Bulletin No. 1 to be issued not later than 06 July 2021.

- After thorough discussion, the prospective bidder was advised to submit queries or clarifications, if any, thru a letter addressed to the BAC Chairperson on or before 03 July 2021, 12:00 NN.
- For the Secretariat, to include changes/amendments to the Bidding Documents on the bid bulletin.
- The BAC Secretariat reminded the prospective bidders to purchase the bidding documents amounting to Php5,000.00 not later than the scheduled submission of bids on 13 July 2021, 10:00 AM to be able to participate in the bidding.

2. Pre-Procurement Conference

a) Supply, Delivery, Installation and Testing of One Lot Horizontal Cabling Upgrade and Harnessing of the DENR-CO Main Building under Bid Ref. No. DENR-CO-2021-028

- The Committee confirmed/determined the following:
 - Approved Budget for the Contract (ABC) is P4,300,000.00 with corresponding earmarking of funds
 - In accordance with the PPMP & APP
- The BAC Secretariat presented to the BAC the prepared bidding documents of the said project specifically the (1) Proposed Schedule of Bidding Activities as follows (2) Post-Qualification Documentary Requirements, (3) Terms of Reference and (4) Technical Requirements:

ACTIVITIES	TIME	VENUE
1. Sale and Issuance of Bid Documents	9:00 AM to 4:00 PM only Mondays to Fridays Starting 30 June 2021	BAC Secretariat c/o Dianne G. Ibias at BAC Secretariat Office, Annex Bldg., DENR Compound, Visayas Ave., Diliman, Quezon City
2. Orientation for Bidders on the Conduct of Online Conferences	06 July 2021, (Tuesday) 10:00 AM	Online via Google Meet Platform
3. Pre-Bid Conference	08 July 2021, (Thursday) 10:00 AM	Field Operations Conference Room, 5 th Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City
4. Submission of Bid Documents	27 July 2021, (Tuesday) 08:30 AM	Office of the BAC Secretariat Annex Bldg., DENR Compound, Visayas Ave., Diliman, Quezon City

5. Opening of Bids	27 July 2021, (Tuesday) 09:30 AM	Field Operations Conference Room, 5 th Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City & Online via Google Meet Platform
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- The BAC agreed with the proposed schedule of the bidding activities.
- The BAC Chairperson to sign the Invitation to Bid for posting at PhilGEPS and DENR websites.

b) Supply, Delivery and Application of Bioremediation Solution for the Water Quality Improvement of Various Esteros under Bid Ref. No. DENR-CO-2021-023

- The Committee confirmed/determined the following:
 - Approved Budget for the Contract (ABC) with corresponding earmarking of funds
 - In accordance with the PPMP & APP
- The BAC Secretariat informed the committee that the above-mentioned project is divided into four (4) lots, details as follows:

Lot	Description	Qty.	Funding Source	Total ABC P
1	Estero dela Reina (Rebid)	1 Lot	FY 2021 GAA	1,927,050.00
2	Estero de Binondo			1,925,000.00
3	Estero de Magdalena (Phase II)		FY 2020 Continuing Fund	1,904,900.00
4	Estero de Paco			1,930,000.00
TOTAL				7,686,950.00

- The BAC Secretariat presented to the BAC the prepared bidding documents of the said project specifically the (1) Proposed Schedule of Bidding Activities as follows (2) Post-Qualification Documentary Requirements, (3) Terms of Reference and (4) Technical Requirements:

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4. Submission of Bid Documents	27 July 2021, (Tuesday) 08:30 AM	Office of the BAC Secretariat Annex Bldg., DENR Compound, Visayas Ave., Diliman, Quezon City
5. Opening of Bids	27 July 2021, (Tuesday) 11:00 AM	Field Operations Conference Room, 5 th Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City & Online via Google Meet Platform

- The BAC agreed with the proposed schedule of the bidding activities.
- The end-user presented to the BAC the difference among the four Terms of Reference.
- The BAC Chairperson to sign the Invitation to Bid for posting at PhilGEPS and DENR websites.

c) Procurement of Rapid Deployable Closed-Circuit Television (CCTV) Camera for the DENR-MBCO under Bid Ref. No. DENR-CO-2021-016.

- The Committee confirmed/determined the following:
 - Approved Budget for the Contract (ABC) is ₱20,000,000.00 with corresponding earmarking of funds
 - In accordance with the PPMP & APP
- The BAC Secretariat presented to the BAC the prepared bidding documents of the said project specifically the (1) Proposed Schedule of Bidding Activities as follows (2) Post-Qualification Documentary Requirements, (3) Terms of Reference and (4) Technical Requirements:

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3. Pre-Bid Conference	08 July 2021, (Thursday) 10:00 AM	Field Operations Conference Room, 5 th Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City
4. Submission of Bid Documents	28 July 2021, (Wednesday) 08:30 AM	Office of the BAC Secretariat Annex Bldg., DENR Compound, Visayas Ave., Diliman, Quezon City
5. Opening of Bids	28 July 2021, (Wednesday) 09:30 AM	Field Operations Conference Room, 5 th Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City & Online via Google Meet Platform

- The BAC agreed with the proposed schedule of the bidding activities.
- The BAC Chairperson to sign the Invitation to Bid for posting at PhilGEPS and DENR websites.

d) Supply and Delivery of Various Motor Vehicles for the DENR-MBCO under Bid ref No. DENR-CO-2021-025

- The Committee confirmed/determined the following:
 - Approved Budget for the Contract (ABC) with corresponding earmarking of funds
 - In accordance with the PPMP & APP

- The BAC Secretariat informed the committee that the above-mentioned project is divided into four (4) lots, details as follows:

Lot	Description	Qty.	Funding Source	Total ABC P
1	Passenger Vans	2 units	2021 GAA	3,300,000.00
2	4X4 Pick-Up	1 unit		1,700,000.00
TOTAL				5,000,000.00

- The BAC Secretariat presented to the BAC the prepared bidding documents of the said project specifically the (1) Proposed Schedule of Bidding Activities as follows (2) Post-Qualification Documentary Requirements, (3) Terms of Reference and (4) Technical Requirements:

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- The BAC agreed with the proposed schedule of the bidding activities.
- The BAC Chairperson to sign the Invitation to Bid for posting at PhilGEPS and DENR websites.

III. ADJOURNMENT

There having no matters to discuss, the BAC meeting was adjourned at 5:00 PM.

Prepared by:

for
DIANNE G. IBIAS
OIC-Chief, Procurement
Management Section, PSMD &
Head, BAC Secretariat

Noted by:

Marcial C. Amaro, Jr.
MARCIAL C. AMARO, JR., CESO III
Assistant Secretary for Policy, Planning, Foreign
Assisted and Special Projects & Chairperson, Bids and
Awards Committee