



**DENR Bids and Awards Committee for Regular Operations**

**MINUTES OF BAC MEETING  
10 November 2020**

- Venue** : DENR Compound & Online via Google Meet Platform
- Date/Time** : 10 November 2020, Tuesday  
9:30 AM onwards
- Agenda** : **1. Pre-Bid Conference for the following DENR requirements:**
- a) Rehabilitation and Improvement of Overhead Water Tank System of the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref No. DENR-CO-2020-020
  - b) Supply and Delivery of Various Construction Supplies for the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref No. DENR-CO-2020-019
- 2. Pre-Procurement Conference for the following DENR requirements:**
- a) Supply, Delivery, Installation, Configuration and Testing of One (1) Lot Fiber Optic Backbone Upgrade of the Department of Environment and Natural Resources-Central Office (DENR-CO) Main Building under Bid Ref No. DENR-CO-2020-033
  - b) Consulting Services for the Structural Audit and Detailed Engineering of the Main Building of the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref No. DENR-CO-2020-021
  - c) Repair and Rehabilitation of Main Building Exterior of the Department of Environment and Natural Resources-Central Office (DENR-CO) under Bid Ref. No. DENR-CO-2020-034

**I. ATTENDANCE**

**DENR Bids and Awards Committee**

ASec Marcial C. Amaro, Jr.	Chairperson
Atty. Norlito A. Eneran	Vice Chairperson
Dir. Maria Ellena Morallos Manila	Provisional Member/End-User
Evelyn G. Nillosan	Alternate Vice Chairperson
Elizar S. Cantuba	Member
Engr. Gilbert C. Mondroy	Member
Engr. Guillermo V. Estipona, Jr.	Alternate Member/End User

**BAC Technical Working Group**

Atty. Anthony Raymond M. Velicaria	Head
Engr. Roberto M. Aguda	Member
Dianne G. Ibias	Member

Ar. Katrina Carla I. Catapang	Member
Angelito L. Estrada	Member
Eugene C. de Guzman	Member
Jessa B. Montes	Member
Ann Joanna B. Villarama	Member
Alleli G. Vergara	Member
Ma. Rosario T. Santiago	Member
Lia Cassandra A. Logmao	Member

#### **BAC Secretariat**

Lamberto S. Ramos	Member
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Other office staffs

#### **Attendance of Prospective Bidder/s**

<b>Prospective Bidder/s</b>	<b>Representative/s</b>
<i>A. Rehabilitation and Improvement of Overhead Water Tank System of the DENR-CO</i>	
1) Aloborinth Construction Supply	Tyrone Joshua Villanueva
2) 2H2L Construction	Raquel Laurie
3) Jan Owen Martin Corporation	Ralph Legarda
4) MDH Construction	Evangeline Huevos
5) Vistaaire Builders and Airconditioning Sales and Services Inc.	Rosella Rebaula
<i>B. Supply and Delivery of Various Construction Supplies for the DENR-CO</i>	
1) Aloborinth Construction Supply	Keith Jasper Villanueva
2) Vistaaire Builders and Airconditioning Sales and Services Inc.	Rosella Rebaula
3) MZR Builders	John Roberto Quiroz

## **II. CALL TO ORDER**

The meeting was called to order at 9:30 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 seven (7) 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

##### 1. Pre-Bid Conference

###### A. Rehabilitation and Improvement of Overhead Water Tank System of the DENR-CO under Bid Ref. No. DENR-CO-2020-020

- The BAC Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the following prospective bidders:
  - 1) Aloborinth Construction Supply;
  - 2) 2H2L Construction;
  - 3) Jan Owen Martin Construction;
  - 4) MDH Construction; and
  - 5) Vistaaire Builders and Airconditioning Sales and Services Inc.
- 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, informing the participating bidders that a new template of the bidding documents was adapted pursuant to GPPB Resolution No. 16-2020. Emphasizing the following requirements:
  - ✓ Packaging and Envelope Labeling Instructions
    - Bidders shall submit ONE (1) set of original containing eligibility/technical and financial documentary requirements.
  - ✓ Invitation to Bid
  - ✓ Instruction to Bidders
  - ✓ Bid Data Sheet
  - ✓ General Conditions of the Contract
  - ✓ Special Conditions of the Contract
  - ✓ Eligibility Documents
    - Legal, Technical and Financial Requirements
    - Documentary Requirements for Post-Qualification
  - ✓ Specifications
  - ✓ Drawings
  - ✓ Bill of Quantities
  - ✓ Recommended format of the Secretary's Certificate
    - Usage of "any of the following" or "and/or" in specifying the authorized representative/s.
    - However, if the bidder has more than one (1) authorized representative and use 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".
  - ✓ Checklist of Technical and Financial Documents
  - ✓ Prescribed/Sample Forms
    - How to properly fill-out the required forms.
- After the presentation, the prospective bidders were given the chance to raise their queries and clarifications to be answered by the end-user unit. However, the prospective bidders did not raise any clarificatory questions but were advised to submit queries or clarifications, if any, thru a letter addressed to the BAC Chairperson on or before 16 November 2020, 12:00 NN.

- For the End-User Unit, to respond to the queries and clarifications of the bidders on or before 17 November 2020 in order to proceed with the scheduled Bid Opening on 24 November 2020.
- 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 PhP5,000.00 not later than the scheduled submission of bids on 24 November 2020, 8:00 AM to be able to participate in the bidding.

**B. Supply and Delivery of Various Construction Supplies for the DENR-CO under Bid Ref. No. DENR-CO-2020-019**

- The BAC Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the following prospective bidders:
  - 1) Alborinth Construction Supply;
  - 2) Vistaaire Builders and Airconditioning Sales and Services Inc.; and
  - 3) MZR Builders
- 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, informing the participating bidders that a new template of the bidding documents was adapted pursuant to GPPB Resolution No. 16-2020. Emphasizing the following requirements:
  - ✓ Packaging and Envelope Labeling Instructions
    - Bidders shall submit ONE (1) set of original containing eligibility/technical and financial documentary requirements.
  - ✓ Invitation to Bid
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  - ✓ Drawings
  - ✓ Bill of Quantities
  - ✓ Recommended format of the Secretary's Certificate
    - Usage of "any of the following" or "and/or" in specifying the authorized representative/s.
    - However, if the bidder has more than one (1) authorized representative and use 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".
  - ✓ Checklist of Technical and Financial Documents
  - ✓ Prescribed/Sample Forms
    - How to properly fill-out the required forms.

- After the presentation, the prospective bidders were given the chance to raise its queries and clarifications which were answered by the end-user unit as follows:

Queries/Clarifications	Response								
<p>On the Statement of the Bidder's Single Largest Completed Contract:</p> <ul style="list-style-type: none"> <li>• Will a contract for Construction of Buildings be accepted?</li> </ul>	<ul style="list-style-type: none"> <li>• The end-user unit prefers contract relative to supply and delivery of construction supplies.</li> </ul>								
<ul style="list-style-type: none"> <li>• Are they allowed to request for an advance payment?</li> </ul>	<ul style="list-style-type: none"> <li>• This project is for a one-time payment upon completion of the contract.</li> </ul>								
<p>On the Post-Qualification documentary requirements:</p> <p><i>"Certification issued by the manufacturer that the brand being offered for the <b>Circuit Breaker 500AT / 400AT / 250AT / 200AT</b> has been in the Philippine Market for at least thirty (30) years."</i></p> <ul style="list-style-type: none"> <li>• What if they cannot provide Certification issued by the Manufacturer for this requirement?</li> </ul>	<ul style="list-style-type: none"> <li>• Any literature to prove thirty (30) years of existence in the Philippine Market shall be accepted. This provision is to be included in the Supplemental/Bid Bulletin (SBB) No. 1 to be issued not later than 17 November 2020.</li> </ul>								
<p>On the Project Deliverables:</p> <ul style="list-style-type: none"> <li>• Carpentry Supplies <ul style="list-style-type: none"> <li>▪ Adjustment on the measurement of Angular Bars.</li> <li>▪ For the Plywood Marine, do they prefer local, or imported?</li> </ul> </li> <li>• Electrical Supplies <ul style="list-style-type: none"> <li>▪ Do they have preferred colors for the electrical wires?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The adjustment on the measurement of Angular Bars is subject for double checking and any changes to be made shall be reflected on the SBB No. 1.</li> <li>• The end-user unit prefers local Plywood Marine.</li> <li>• For the colors of the electrical wires, the end-user unit prefers the following: <table border="1" data-bbox="962 1283 1393 1499"> <thead> <tr> <th data-bbox="962 1283 1098 1333">Item No.</th> <th data-bbox="1098 1283 1393 1333">Color</th> </tr> </thead> <tbody> <tr> <td data-bbox="962 1333 1098 1378">1</td> <td data-bbox="1098 1333 1393 1465" rowspan="3">Any color except green and white</td> </tr> <tr> <td data-bbox="962 1378 1098 1424">15</td> </tr> <tr> <td data-bbox="962 1424 1098 1465">16</td> </tr> <tr> <td data-bbox="962 1465 1098 1499">2</td> <td data-bbox="1098 1465 1393 1499">Black, Blue or Red</td> </tr> </tbody> </table> </li> </ul>	Item No.	Color	1	Any color except green and white	15	16	2	Black, Blue or Red
Item No.	Color								
1	Any color except green and white								
15									
16									
2	Black, Blue or Red								

- After thorough discussions, the prospective bidder was advised to submit queries or clarifications, if any, thru a letter addressed to the BAC Chairperson on or before 16 November 2020, 5:00 PM.
- For the End-User Unit, to respond to the queries and clarifications of the bidders on or before 17 November 2020 in order to proceed with the scheduled Bid Opening on 24 November 2020.
- 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 PhP10,000.00 not later than the scheduled submission of bids on 24 November 2020, 9:30 AM to be able to participate in the bidding.

## 2. Pre-Procurement Conference

### A. Supply, Delivery, Installation, Configuration and Testing of One (1) Lot Fiber Optic Backbone Upgrade of the DENR-CO under Bid Ref. No. DENR-CO-2020-033

- The Committee confirmed/determined the following:
  - Approved Budget for the Contract (ABC) is P2,082,473.00 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	8:00 AM to 5:00 PM only Mondays to Fridays Starting 11 November 2020	BAC Secretariat c/o Dianne G. Ibias at BAC Secretariat Office, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
2. Orientation for Bidders re: Pre-Bid Conference	16 November 2020, (Monday) 1:00 PM	Online via Google Meet Platform
3. Pre-Bid Conference	18 November 2020, (Wednesday) 3:30 PM	Field Operations Conference Room, 5 <sup>th</sup> Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City
4. Submission of Bid Documents	01 December 2020, (Tuesday) 8:30 AM	Office of the BAC Secretariat Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
5. Opening of Bids	01 December 2020, (Tuesday) 9:30 AM	Field Operations Conference Room, 5 <sup>th</sup> Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City

- The BAC agreed with the proposed schedule of the bidding activities.
- After thorough discussions, the BAC agreed to:
  - For the end-user unit to spell out UL and RoHS under Clause 20.2 Item 3.e) under the Bid Data Sheet, and for the Secretariat to revise it in the Bidding Documents:  
*"Certification of any equivalent document to prove that all Cabling System products shall be **Underwriter's Laboratory (UL)** (or equivalent) listed and verified as well **Restrictions of Hazardous Substances (RoHS)** compliant."*

- The BAC Chairperson to sign the Invitation to Bid for posting at PhilGEPS and DENR websites.

**B. Consulting Services for the Structural Audit and Detailed Engineering of the Main Building of the DENR-CO under Bid Ref. No. DENR-CO-2020-021**

- The Committee confirmed/determined the following:
  - Approved Budget for the Contract (ABC) is ₱2,000,000.00 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:

ACTIVITIES	TIME	VENUE
1. Issuance of Bidding Documents (Part I)	8:00 AM to 5:00 PM only Mondays to Fridays starting 11 November 2020	BAC Secretariat c/o Dianne G. Ibias at BAC Secretariat Office, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
2. Submission of Expression of Interest and Eligibility Documents	19 November 2020 (Thursday) 12:30 PM	BAC Secretariat Office, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
3. Opening of Eligibility Documents	19 November 2020 (Thursday) 1:30 PM	Online via Google Meet Platform
4. Sale of Bidding Documents & Pre-Bid Conference for Shortlisted Bidders	To be announced in the Notice of Shortlisted Bidders	Field Operations Conference Room, 5 <sup>th</sup> Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City & Online via Google Meet Platform
5. Submission of Technical and Financial Bid  (Open only to Shortlisted Bidders)	To be announced	BAC Secretariat Office, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
6. Opening of Bids  (Open only to Shortlisted Bidders)	To be announced	Online via Google Meet Platform

- The BAC agreed with the proposed schedule of the bidding activities.
- After thorough discussions, the BAC agreed to:
  - For the end-user unit, to revise the project's Terms of Reference to include Memberships of Key Personnel under their respective Qualifications.

- The BAC Chairperson to sign the Invitation to Bid for posting at PhilGEPS and DENR websites upon receipt of the revised TOR from the end-user unit to be attached in the Bidding Documents.

**C. Repair and Rehabilitation of Main Building Exterior of the DENR-CO under Bid Ref. No. DENR-CO-2020-034**

- The Committee confirmed/determined the following:
  - Approved Budget for the Contract (ABC) is P5,000,000.00 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:

ACTIVITIES	TIME	VENUE
1. Sale and Issuance of Bid Documents	8:00 AM to 5:00 PM only Mondays to Fridays Starting 11 November 2020	BAC Secretariat c/o Dianne G. Ibias at BAC Secretariat Office, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
2. Orientation for Bidders re: Pre-Bid Conference	16 November 2020, (Monday) 1:00 PM	Online via Google Meet Platform
3. Pre-Bid Conference	19 November 2020, (Thursday) 2:30 PM	Field Operations Conference Room, 5 <sup>th</sup> Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City
4. Submission of Bid Documents	01 December 2020, (Tuesday) 9:30 AM	Office of the BAC Secretariat Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
5. Opening of Bids	01 December 2020, (Tuesday) 10:30 AM	Field Operations Conference Room, 5 <sup>th</sup> Floor, DENR Main Building, Visayas Ave., Diliman, Quezon City

- The BAC agreed with the proposed schedule of the bidding activities.
- After thorough discussions, the BAC agreed to:
  - Specify that "Similar in nature" shall mean repair/renovation/rehabilitation/construction of buildings.
  - For the end-user unit, to revise the project's Terms of Reference to:
    - include Gondola under 6.3 Minimum Equipment; and
    - indicate "and other government agencies" under 6.5:  
*"The contractor shall have no history of overdue deliveries or unperformed services intended for the DENR and other government agencies."*

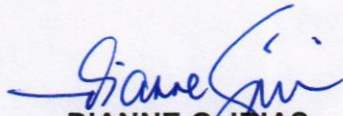


- The BAC Chairperson to sign the Invitation to Bid for posting at PhilGEPS and DENR websites upon receipt of the revised TOR from the end-user unit to be attached in the Bidding Documents.

#### V. ADJOURNMENT

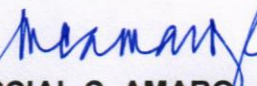
There having no matters to discuss, the BAC meeting was adjourned at 4:30 PM.

Prepared by:



**DIANNE G. IBIAS**  
OIC Chief, Procurement Management Section &  
Head, BAC Secretariat

Noted by:



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