

1 POLOMOLOK WATER DISTRICT
2 Polomolok, South Cotabato

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4 MINUTES OF THE PRE-BID CONFERENCE
5 FOR THE CONSTRUCTION OF POLOMOLOK WATER SUPPLY SYSTEM IMPROVEMENT PROJECT
6 November 4, 2019 Conference Room, 2f Admin Building
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9 I. ATTENDANCE

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11 BAC Members Position/Designation

- 12
13 1. Engr. Cecil D. Mirasol - Chairman
14 2. Engr. Nicasio B. Espesor - Vice Chairman
15 3. Rosalita T. Dohina - Member
16 4. Ana Sorita S. Alovera - Member
17 *Absent*
18 Marlene C. Cagata - Member

19
20 Secretariat

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22 5. Myrna B. Belgado
23 6. Madilyn P. Lapid
24 *Absent*
25 Sheila Mae P. Manatad

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27 Technical Working Group

- 28
29 7. Noli M. Fin
30 8. Ronie G. Valencia
31 *Absent*
32 Joeniel S. Asilo

33
34 Bidders

- 35
36 9. Jonnave Lazara - WINCH-MIGCI
37 10. Samuel L. Sia - WINCH-MIGCI
38 11. Evan Sabella - TGV Builders
39 12. Rommel Albito - Hexamindz
40 13. James Carpe - Hanna Via

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42 End-users

- 43 14. Erick M. Lacanaria - EOD – CMS
44 15. Sheila Marie A. Dumaguing - EOD - CMS

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46 The Chairman objectively remarked that invitations to witness the pre-bid conference
47 for the procurement of the above-mentioned project were sent to Mahintana Foundation,

Mees



48 Commission on Audit (COA), Chamber of Commerce, PICE General Santos City Chapter and
49 POWDEA. Despite the absence of the observers, the pre-bid conference went as scheduled.

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52 II. CALL TO ORDER

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54 The pre-bid conference started with an opening prayer led by Ms. Rosalita T. Dohina.
55 The meeting was called to order at 9:05 AM, presided by the BAC - Chairman, Engr. Cecil D.
56 Mirasol.

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58 III. Intent and Purpose of Pre-Bid Conference

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60 A. BAC Chair Mirasol reiterated the following:

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62 1. The Pre-bid conference is conducted to address the bidder's questions on the
63 technical and financial components of the project. If the bidder / representative
64 fail to attend the pre-bid conference, the BAC assume that the bidder /
65 representative fully understand the technical specifications required by the
66 District.

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67 2. The bidders were reminded that the ABC is not the ceiling of the bid price,
68 however, as indicated in ITB 13.2.b.ii, the procuring entity has procedures in place
69 to ensure that the ABC is based on recent estimates made by the engineer or the
70 responsible unit of the procuring entity and that the estimates are based on
71 adequate detailed engineering (in the case of infrastructure projects) and reflect
72 the quality, supervision and risk and inflationary factors, as well as prevailing
73 market prices, associated with the types of works or goods to be procured.

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74 3. For joint venture, the BAC Chairman emphasized the ITB 14.3, each Bidder shall
75 submit only one Bid, either individually or as a partner in a JV. A Bidder who
76 submits or participates in more than one bid (other than as a subcontractor if a
77 subcontractor is permitted to participate in more than one bid) will cause all the
78 proposals with the Bidder's participation to be disqualified. This shall be without
79 prejudice to any applicable criminal, civil and administrative penalties that may be
80 imposed upon the persons and entities concerned.

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81 4. PCAB License should be Medium A Category B.
82 5. For bid security, Bid Security Declaration (BSD) will not be accepted. Acceptable
83 bid security is reiterated under Bid Data Sheet, ITB Clause 8.1, the bid security shall
84 be in the form of any the following forms: The amount of not less than
85 PhP1,812,800.00, if bid security is in cash, cashier's/manager's check, bank
86 draft/guarantee or irrevocable letter of credit.

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87 6. As a general rule, bidder that passed the eligibility check with Lowest Calculated
88 Bid (LCB) shall be subject for Post Qualification using ADB Guidelines. The
89 prospective bidders were furnished with the ADB Guidelines for the Bid Evaluation
90 for their reference.

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91 7. The BAC Chair informed the bidders that the BAC will use the Single-Stage Bidding
92 Procedure.

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93 8. Supplemental Bid Bulletin/s if there are any will be posted in the G-EPS and
94 PolWD's website.

93

Mirasol



- 94 9. The procuring entity prefer the use of A4 papers in the documents and should be
95 properly tabbed or labelled for the Opening of Bids.
96 10. The bidders were also reminded of the Opening of Bids using a non-discretionary
97 "pass/fail" criterion scheduled on November 18, 2019, 10:00am.
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99 B. Clarifications from the Bidders

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101 1. For Single Largest Completed Project, the bidder inquired if there is a need to have
102 a completed project of at least 50% of ABC. Further, the bidders asked if the PCAB
103 license is an enough requirement in case completed project will not reach the 50%
104 of ABC.
105 2. On power lines and road right of way, the bidders clarified if these are to be
106 included in the list of requirements to be complied by the winning bidder.
107 3. On the ceiling of bid price, the bidders clarified the threshold of bid proposal
108 exceeding the ABC.
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110 The BAC Chair informed the bidders that as per procurement timeline, they have until
111 Nov. 8, 2019 to raise clarifications through the BAC Secretariat. Further, the bidders were
112 assured that their clarifications will be addressed through a passage of supplemental bid
113 bulletin which will be posted in the PhilGEPS and Polomolok Water District's website.
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115 IV. Adjournment

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117 The pre-bid conference adjourned at 10:45 AM upon motion of Ms. Ana Sorita S.
118 Alovera duly seconded by Ms. Rosalita T. Dohina.
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120 I hereby certify to the correctness of the foregoing minutes.
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126 Prepared by:

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130 **MYRNA B. BELGADO**
131 BAC – Secretariat
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135 Approved by:

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139 **ENGR. CECIL D. MIRASOL**
140 BAC - Chairman