

MINUTES OF THE MEETING
HELD BY THE BRANCH BIDS AND AWARDS COMMITTEE (BBAC)
CASINO FILIPINO – TAGAYTAY
ON JUNE 23, 2021 WEDNESDAY, 11:00 A.M.
FORMER CHINE RESTAURANT, THIRD (3RD) FLOOR, CASINO FILIPINO - TAGAYTAY

AGENDA : PRE-BID CONFERENCE

Procurement of Various Construction, Hardware, Plumbing, Electrical Materials and Fixtures and Supply of Services for the Proposed CF – Tagaytay's Staff House under ITB No. PB21-06-002TAG

PRESENT :

ALEJANDRO NICARLO C. CADAVILLO, JR.	Chairman
ELIZA A. DELA CRUZ	Vice Chairperson
ALFREDO P. GALPAO	Member, Sr. Surveillance Officer
ARNEL P. DIMAPILIS	Member, A/Sr. Security Officer
MARIUS ALEXANDER N. AMBION	Member, Sr. Facilities Mgmt. Officer
NIÑO GODFREY S. MELO	Member, A/ Finance Officer II
RODANTE P. MARANAN	Alternate Member, Sr. Treasury Officer
ESABELINDA G. FERMA	End-user, Facilities Mgmt. Section
LIBERTY B. DIOKNO	Procurement Officer I
RIAN C. RUADO	Procurement Assistant

TECHNICAL WORKING GROUP:

PETER E. MENDOZA
DWIGHT DELFIN
BERNARDO TILLES, JR.
FORTUNATO DE OCAMPO

PROSPECTIVE BIDDER/S:

RONALDO M. SALAZAR	F. Casalme Const. and Supply
FE P. DE VERA	
FROILAN P. SIMBULAN } ISMAEL CAPIRAL } TERI ODAL }	TPV Trading
ENGR. ROBERT QUIROZ } MARILOU QUIROZ }	Ark Vision Phils. Corp.
	MZR Builders

1. CERTIFICATION OF QUORUM:

The Branch Bids and Awards Committee (BBAC) certified that there is a quorum.

2. CALL TO ORDER:

The BBAC Chairman called the meeting to order at 11:00 a.m.

3. PURPOSE OF THE MEETING:

3.1. To explain the following:

- a) Salient procedures of the bidding process;
- b) Important provisions of the Bidding Documents;
- c) Schedule of Requirements; and
- d) Technical Specifications and/or Additional Terms and Conditions
- e) Warranty and other Special Conditions for the Contract

3.2. To answer queries of the bidders who have matters to clarify relative to the documents issued to them.

4. INTRODUCTION:

4.1. The Chairman introduced the members of the Committee, the representatives from the end-user, Facilities Mgmt. Section and the Procurement Staff. He also acknowledged the presence of the representatives of prospective bidders.

4.2. The Chairman also asked the prospective bidders if none of the officers, directors, and controlling stockholders of the bidders is related to the Head of the Procuring Entity, members of the Branch Bids and Awards Committee (BBAC), the Technical Working Group, the BBAC Secretariat and the end-user unit by consanguinity or affinity up to the third civil degree.

4.3. The BBAC shall address any clarifications, queries and/or concerns to be raised.

4.4. Clarifications, queries and/or concerns that were not discuss during Pre-Bid Conference should be raised through written communication addressed to the BBAC thru Branch Procurement Section within ten (10) calendar days before the deadline for the Submission and Receipt of Bids.

5. DISCUSSION:

The Branch Bids and Awards Committee (BBAC), with the assistance of the PO 1 and the end-user, discussed the salient provisions of the Bidding Documents, the eligibility documents, technical component and financial component required to be submitted by the prospective bidders, the conduct of the bidding process, Technical Specifications, Schedule of Requirements, Special Conditions of the Contract for the project. Attached hereto as Annexes "A," "B" and "C" are copies of the slide presentation, Section VI (Schedule of Requirements) and Section VII (Technical Specifications) of the project.

6. OPEN FORUM:

6.1 During the open forum the following queries were raised and the responses of the committee and end-user are as follows:

- **QUERY:**

The bidder requested if the delivery schedule can be extended up to 60 days to avoid penalty on their part if in case if the items are not available or out stock in their suppliers within 30 days.

ANSWER:

The Chairman extended the delivery schedule for 45 calendar days only as recommended by the Technical Working Group (TWG).

- **QUERY:**
The bidder asked for the Single Largest Completed Contract if possible if they present two similar contracts if they not reach the minimum amount.

ANSWER:

The Chairman in consonance with the BBAC members cited:


In Section 23.4.1.3. of R.A 9184 (a) The prospective bidder should have completed at least two (2) similar contracts and the aggregate contract amount should be equivalent to at least the percentage of the ABC and (b) The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required.






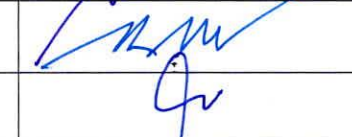
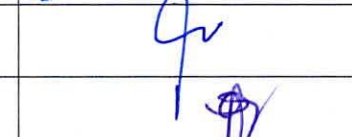
The BBAC Chairman informed the prospective bidders that a Bid Bulletin will be issued to clarify, supplement, modify and/or revise the particular sections in the Bid and Contract Documents as stipulated in the Bidding Documents.

7. ADJOURNMENT:

There being no further matters to discuss, the meeting was adjourned at 12:05 pm.

Minutes Prepared by:


LIBERTY B. DIOKNO
Procurement Officer 1

ATTESTED BY:	
ALEJANDRO NICARLO C. CADAVILLO, JR. Chairman	
ELIZA A. DELA CRUZ Vice-Chairperson	
ALFREDO P. GALPAO Member, Senior Surveillance Officer	
ARNEL P. DIMAPILIS Member, A/ Sr. Security Officer	
MARIUS ALEXANDER N. AMBION Member, Sr. Facilities Mgmt. Officer	
NIÑO GODFREY S. MELO Member, A/ Finance Officer II	
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