

BIDS AND AWARDS COMMITTEE

BAC Secretariat Office: G/F Higher Education Development Center (HEDC) Bldg.,
CP Garcia Avenue, UP Diliman, Quezon City
Website: <http://www.ched.gov.ph> email: chedbac@ched.gov.ph

PRE-BID CONFERENCE

PROCUREMENT FOR THE PROPOSED UPGRADE OF CHED EXECUTIVE OFFICE (EO)

BAC Room, 2/F HEDC Bldg.
C.P. Garcia Avenue, Diliman, Quezon City
December 1, 2017; 10:00 A.M.

PRESENT	ATTENDANCE	DESIGNATION/OFFICE
BAC		
EXEC. DIR. KAROL MARK R. YEE		- Chair / Presiding Officer
ATTY. SEPTON A. DELA CRUZ		- Member
MR. NELSON E. ESPINA		- Provisional Member
TWG-INFRA		
ENGR. JUAN F. PURIRAN		- Head
MR. JOSHUA PAUL D. HENSON		- Member
MR. ELISEO P. MADANGSAKAY		- Member
SECRETARIAT/ PROCUREMENT SECTION		
MS. ROSALIE BUSCAR		-Head
MR. ARTEMIO S. CAPELLAN, JR.		-Member
MS. BEATRIZ D. PASCUAL		-Member
MS. YVET R. MADLANGSAKAY		-Member
MS. DESIREE P. VERDEFLORES		-Member
MS. DINA L. ABRENICA		-Member
CONSULTANT		
MS. EVELYN V. MOJICA		
COA OBSERVER		
MS. MELANIE JULIE R SALAZAR		
BIDDER		
MR. JOMAR A. UBATAY		- THAUMATURGY TRADE PHILS.
NOT PRESENT		
DIR. LUISA S. VALENCIA		- Vice-Chair, BAC (on official travel)
ATTY. CINDERELLA FILIPINA BENITEZ-JARO		- Member, BAC (on official travel)

I. CALL TO ORDER

There being a quorum, the pre-bid conference was called to order at 1:30 PM with Executive Director, Karol Mark R. Yee, presiding.

mm

dm

7

I

gfh

II. INTRODUCTION OF BIDDERS/REPRESENTATIVES/ BAC/TWG-INFRA/OBSERVER

Ms. Rosalie C. Buscar, Head-BAC Secretariat, presented the representatives of the bidders who chose to attend the meeting. He introduced the BAC members, TWG-INFRA members, BAC Secretariat, Consultant and COA representative who were present during the said meeting.

III. OVERVIEW OF THE PROJECT AND PRESENTATION ON THE TERMS OF REFERENCE AND TECHNICAL COMPONENTS OF THE BID

Engr. Juan F. Puriran, Head, TWG-INFRA, upon the instruction of Exec. Dir. Yee, presiding officer, presented the overview of the project. He gave emphasis on the salient and important features of the eligibility, technical and financial component of the bidding documents on the Procurement for The Proposed Upgrade of CHED Executive Office (EO) with an Approved Budget of the Contract (ABC) amounting to Php2,525,000.00.

IV. COMMENTS/REACTIONS FROM THE PROSPECTIVE BIDDERS/BAC MEMBERS/TWG-INFRA MEMBERS/END-USER

The BAC informed the prospective bidders that the Schedule for the Submission and Opening of Technical and Financial Bids shall be on December 13, 2017 as stated in the bidding documents. The deadline for the submission of the bid is 9:00 AM and the opening of the Technical and Financial Bids is at 2:00 PM.

V QUESTIONS AND ANSWERS

Particulars	Amendments / Clarification	Reference
Invitation to Bid	<ul style="list-style-type: none"> The issuance of bidding documents for the project should start November 23, 2017 up to 5:00 PM up to December 12, 2017 	Page 6, No. 4.1, Doc. No. 1 of the Bidding Documents
Invitation to Bid	<ul style="list-style-type: none"> Replace the name CHED Regional Office VI to CHED Central Office 	Page 7, 2 nd paragraph of no. 6, Section 1, Doc No. 1 of the Bidding Documents
Bid Data Sheet	<ul style="list-style-type: none"> The funding source is the Government of the Philippines (GOP) though the General Appropriations Act (GAA) for 2017 in the amount of Two Million Five Hundred Twenty Five Thousand Pesos (Php2,525,000.00). 	Page 40, ITB Clause 2, Doc. No. 1 of the Bidding Documents
Bid Data Sheet	<ul style="list-style-type: none"> For this purpose, similar contracts refer to general construction works such as architectural works; electrical/ mechanical works; sanitary/ plumbing works and datacom works; civil/ structural works classified in accordance with the applicable material of the existing constructed structure such as reinforcement of the work; concrete works; excavation; tiling works; ceiling works; painting/ finishing works; carpentry; demolition works; 	Page 40, ITB Clause 5.4 (b), Doc No. 1 of the Bidding Documents

	modular partitioning.	
Bid Data Sheet	<ul style="list-style-type: none"> Should be forward truck/crane 	Page 42, ITB Clause 12.1 (b) (ii3a), Doc No. 1 of the Bidding Documents
Instruction to Bidder	<ul style="list-style-type: none"> The Statement of the Bidder's SLCC shall be supported by the Notice of Awards (NOA) and/or Notice to Proceed (NTP), Project Owner's Certificate of Final Acceptance issued by the Owner other than the Contractor or the Constructor's Performance Evaluation System (CPES) Final Rating, which must be satisfactory. CHED BAC will accept Certificates of Completion of recently completed projects without the Final Certificate of Acceptance by the Owner provided, however, the bidder could show a certificate from the Owner that the project is 100% competed and under the one (1) year warranty period. 	Page 2, 12.1 (a) (iii.1.1), Class "A' Documents, Doc No. 2 of the Bidding Documents
Contract Agreement	<ul style="list-style-type: none"> Bidders may not sign the form, but must affix their initials on each page and must be submitted as part of the requirement for the Financial Component. 	Page 1, 13.1 (b) (i) Doc No. 3 of the Bidding Documents
Electronic File for the Financial Component	<ul style="list-style-type: none"> Bidders are required to submit an electronic file (in CD/USB) in excel format of the following: <ul style="list-style-type: none"> Summary of Bids Bill of Quantities Detailed/Breakdown of Estimates 	
Detailed Unit Price Analysis (DUPA)	<ul style="list-style-type: none"> As reference, Bidders may use the attached sample form in "Annex-A", for the computation of the "DUPA". 	
Technical Specifications	<ul style="list-style-type: none"> Only the winning bidder will be required to submit a duly signed Specifications, which shall form part of their Contract 	Doc No. 4 of the Bidding Documents
Approach and Methodology	<ul style="list-style-type: none"> Bidders are required to fill up/respond to the questions 	Page 25 Doc No. 2 of the Bidding Documents
Project Requirements	<ul style="list-style-type: none"> The Certificate of Site Inspection should be signed by the AFMS Director IV or his/her authorized representative 	Page 5, No. 5 (g), Doc No. 2 of the Bidding Documents

<p>Invitation to Bid</p>	<ul style="list-style-type: none"> • The Opening of Bids for the Eligibility /Technical Component (First Envelope) and Financial Component (2nd Envelope) is scheduled on the following date, time and place respectively: • Date: Wednesday, December 1, 2017 • Time: Rescheduled to 2:00 PM • Venue: BAC Room (near the CHED Auditorium), 2nd Floor HEDC Bldg, C.P. Garcia, UP Diliman, Quezon City • Late Bids will not be accepted 	
--------------------------	---	--

VIII. ADJOURNMENT

There being no other matter to discuss, the Pre-Bid Conference was adjourned at 2:30 PM.

PREPARED BY:


ARTEMIO S. CAPELLAN, JR.
 Member, BAC Secretariat

APPROVED BY:


EXEC. DIR. KAROL MARK R. YEE
 Chair/Presiding Officer

NOTED BY:


ROSALIE C. BUSCAR
 Head, BAC Secretariat


ATTY. SEPTON A. DELA CRUZ
 Member


MR. NELSON E. ESPINA
 Provisional Member- GSD