



Republic of the Philippines
Department of Finance
PRIVATIZATION AND MANAGEMENT OFFICE
Bids and Awards Committee

PRE-BID CONFERENCE
21 January 2021, 10:00 AM via Zoom

**Procurement Title: Renovation of Unit-18N, Legaspi Towers 300,
Roxas Boulevard, City of Manila**
Solicitation No.: PMO-02-2021

ATTENDEES:

Cesar Luis M. Pargas, BAC Vice-Chair
Conchita S. Sagun, BAC Member
Maria Lirio A. Zabala, BAC Member
Martha Jenny S.T. Tong, Provisional Member/End-User
Atty. Carlo C. Tabaloc, BAC-TWG
Jan Lumabao, BAC-TWG
Mary Noreen Antonio, BAC Secretariat
Krismae M. Clores, BAC Secretariat
Dennis Delos Santos, BAC Secretariat
Marites Natividad, End-User Representative
Arch. Benjamin Cayabyab, End-User Consultant

OBSERVER:

Catherine Mones, COA Representative

PROSPECTIVE BIDDERS:

Ralph Saliva, J.V. Ascutia Construction Corporation
Juan Carlos Arias - Juan Carlos Construction Services
Claire - R.M. Mangubat Construction Services

Minutes of the Meeting:

1. The meeting was called to order by the BAC Vice-Chair, Cesar Luis M. Pargas, at 10:05 A.M.
2. The BAC Vice-Chair introduced the attendees from PMO-BAC and the Observer. He then asked the prospective bidders to introduce themselves.
3. The BAC Vice-Chair, discussed the procurement details, bidding procedures, composition of the bids to be submitted, and the contract terms. The BAC Secretariat Head discussed the bid evaluation procedure and the manner of submission of bids.
4. Clarifications from the prospective bidder representatives:




CLARIFICATION	RESPONSE
Is site inspection required?	Ms. Majen: The site can be inspected but it is not a requirement. For safety precautionary measures against COVID-19, limit the number of companions to a maximum of 2 persons. Send email to the BAC Secretariat regarding details of inspection for the coordination with LT300 Admin and issuance of gate pass.
How is the staging of supplies and materials?	Archt. Cayabyab: Supplies and materials must be kept inside the unit. Delivery schedule must be coordinated with LT300 Admin.
If the business permit renewal is still on process, can we provide the 2020 Permit and OR for the application?	Ms. Noreen: You can submit the proof of application for renewal.
Regarding soft copy to be submitted during the opening of bids, is it a compiled PDF file of all the requirements?	Ms. Noreen: Yes.
Do we need to send soft copy 1, copy 2 or just the original?	Ms. Noreen: Only the scanned copy of the original shall be submitted.
How about the payment of bidding documents?	Ms. Noreen: The bidding documents fee is Php 5,000. Payment of the bidding documents must be made before the deadline for submission and receipt of bids. If you opt to pay online, please send email to BAC@pmo.gov.ph so we can provide you the account details.
If we pay the Php 5,000, the file from PhilGEPS will be our bid documents and we will no longer receive a hard copy?	Ms. Noreen: Yes Sir, it is just the same with the file from PhilGEPS.

5. The BAC Vice-Chair reminded prospective bidders that the last day for request for clarification is on 22 January 2021, Friday and it must be made in writing addressed to the BAC Vice-Chair.
6. The BAC Secretariat reminded the prospective bidders that the bidding fee of Php5,000.00 must be made to PMO prior to the deadline and submission of bids on February 2, 2021 for the bid to be considered.

7. There being no other matters to be discussed, the BAC Chair concluded the meeting at 10:41 A.M.

PREPARED BY:


KRISMAE M. CLORES
BAC Secretariat

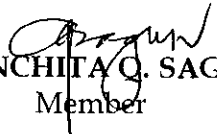
REVIEWED BY:


MARY NOREEN A. ANTONIO
Head, BAC Secretariat

APPROVED BY:

MELINDA B. CORTEZ
Chairperson


CESAR LUIS M. PARGAS
Vice-Chairperson


CONCHITA Q. SAGUN
Member


MA. LIRIO A. ZABALA
Member


MARTHA JENNY S.T. TONG
End-User Representative