



Republic of the Philippines  
Department of Finance  
**PRIVATIZATION AND MANAGEMENT OFFICE**

**PRE-BID CONFERENCE (3rd Posting)**

21 April 2021, 10:00 AM via Zoom

**Procurement Title :** Procurement of Contractor for the Renovation of Unit-18N,  
Legaspi Towers 300, Roxas Boulevard, City of Manila

**Solicitation No. :** PMO-02-2021

**ATTENDEES:**

Cesar Luis M. Pargas, BAC Chairman  
Conchita Q. Sagun, BAC Vice-Chair  
Ma. Lirio A. Zabala, BAC Member  
Martha Jenny S.T. Tong, BAC Member  
Atty. Sherina V. Tejano, BAC-TWG  
Krismae M. Clores, BAC Secretariat  
Dennis Delos Santos, BAC Secretariat  
Lizelle Perez, BAC Secretariat  
Marites Natividad, Provisional Member/End-User  
Arch. Benjamin Cayabyab, End-User Consultant

**PROSPECTIVE BIDDERS:**

Trix-Zion Ventures Corporation  
R.M. Mangubat  
PGM Construction and Plumbing Services  
J.C. Arias Construction  
Gacosc Construction  
Vea Structural

**OBSERVER:**

Catherine Mones – Commission on Audit

**Minutes of the Meeting:**

1. The meeting was called to order by the BAC Chairman, Cesar Luis M. Pargas, at 10:10 A.M.
2. The BAC Chairman introduced the attendees from PMO-BAC. He then acknowledged the presence of prospective bidders. The bidders introduced themselves.
3. The BAC Chairman, discussed the procurement details, bidding procedures, composition of the bids to be submitted, and the contract terms.



4. The BAC Secretariat discussed the bid evaluation procedure and the manner of submission of bids. The End-user Consultant discussed the Architectural and Engineering Technicalities.

5. Clarifications from the BAC and prospective bidder representatives:

CLARIFICATIONS	RESPONSE
Trix-Zion: Item No. 2 of the ITB regarding minimum number of years in the construction business. Section 23.4.2.4 of IRR of RA9184 provides that contractors with no similar contracts are allowed to join depending on the ARCC. We are a new contractor and we don't have experience/contracts similar to the project so we cannot provide a Satisfactory rating. Will that mean we are not qualified?	Atty. Sherina: The End-User can justify the minimum requirement of 5 year-experience (in the construction business). The law provides the minimum requirements but the End-User may specify other requirements depending on the project.
Trix-Zion: But under the law we are allowed to join depending on our category.	Atty. Sherina: You are talking about the SLCC. This is different from the minimum of 5 years experience in the construction business. Beside the 5 years experience, we also require submission of SLCC.
Trix-Zion: So we are talking about the 5 years experience of the business not the professionalism.	Atty. Sherina: Yes. But there are also minimum number of years required for key personnel to be assigned to the contract.  Beside the SLCC, you are also required to submit a general contract on infrastructure.
PGM: On the 2 certifications required to be submitted. One is on general contract and another one on similar projects. Similar projects are more on renovation projects, is that right?	BAC Chair: Yes.
PGM: Our similar projects were completed more than 3 years ago, is that acceptable?  Is it possible that the requirement is the submission of 2 certificates for construction projects completed within the last 3 years?	Ar. Cayabyab: If that is the case, you can submit 2 Satisfactory certifications for constructions completed within the last 3 years but you must also submit Satisfactory certification for similar contract completed on any year.
Trix-Zion: All the bidders present here are qualified considering that we are PhilGEPS Registered and we have access to the PhilGEPS Portal. But how are you going to evaluate the experience of the contractor? Will it be based on the Scope of Works? We	Ar. Cayabyab: We only require that the contractor must have any renovation project i.e. architectural, repainting, or utilities.

are an experienced contractor but our experience may not be the exactly the same considering that it is not a renovation of a condominium unit but a renovation work in an office or a school.	
Trix-Zion: On the number of persons allowed to work. The End-User presentation states a maximum of 6 persons allowed but the BDS states a limit of 3 persons.	Tess (EU): During the preparation of the BDS, the LT300 said maximum of 3 persons are allowed to work inside the unit. However, based on recent communications with them, they are already allowing a maximum of 6 persons. This will be further clarified from the LT300 Admin. (include in the Bid Bulletin)
Trix-Zion: On the submission of bids. Based on ITB, 2 copies of 1 <sup>st</sup> and 2 <sup>nd</sup> Components of the bid sealed in 1 envelope. Based on powerpoint presentation, 1 original and 2 copies of the 1 <sup>st</sup> and 2 <sup>nd</sup> components of the bid sealed in 1 envelope.	Atty. Sherina: 3 copies must be submitted containing the 1 <sup>st</sup> and 2 <sup>nd</sup> components of the bid. 1 <sup>st</sup> envelope marked as "Original Copy", 2 <sup>nd</sup> envelope marked as "1 <sup>st</sup> Copy", and 3 <sup>rd</sup> envelope marked as "2 <sup>nd</sup> Copy". Original Copy, 1 <sup>st</sup> Copy, and 2 <sup>nd</sup> Copy must be sealed in one (1) envelope. All of these can only be certified photocopies of the Technical and Financial Components of the bid. When we say "Original Copy", it doesn't mean it is the original copy of the documentary requirements being submitted e.g. PhilGEPS Certificate, DTI/SEC/CDA Registration, etc. It is only a term for the marking of envelopes under the law.
Trix-Zion: On the contract duration. In the ITB, duration of the contract is 60 working days from Mondays to Fridays except holidays. In Annex E of the BDS or the LT300 Guidelines, they are allowing work on Saturdays. This will be crucial in the preparation of our cost estimates particularly on the costs of labor.	<p>Tess: Based on communication with LT300 Admin (Mr. Ulaye), allowed working days is only Monday to Friday, except holidays.</p> <p>Ar. Cayabyab: This will depend solely on the directive of LT300 Admin if they will allow work on Saturdays. On PMO's part, there is no problem on the working days as long as the project is completed within 60 working days. However, I would like to suggest to just say that it will be completed within 60 working days to be determined. (include in the Bid Bulletin)</p>



PGM: On the arrangement of workers. Please confirm that once they are inside the unit, the 6 workers will be sleeping inside the unit and they are not allowed to go out for the duration of the project?	Tess: Yes.
PGM: On the RT-PCR Test requirement. The delivery personnel are also subject to RT-PCR test? How about the Project Engineer and/or Architect?	Ar. Cayabyab: Delivery arrangements will be clarified with LT300 Admin if there is a certain drop-off area for supplies to be picked up by the workers who are on site. But RT-PCR is not required for delivery personnel. For Site Inspectors, we will have to clarify with the LT300 Admin.
PGM: On the processing of permits. In the computation of our bid price, do we only consider the legwork for the processing of permit from the LT300 Admin? Or building permit from the LGU is also required? Does it mean that PMO will provide all the necessary requirements for the processing of building permit such as plans, professional fees of signatories to the documents, etc.? Please confirm that the contractor's responsibility is just to bring/submit these documents to the LGU for the processing of permits.	Ar. Cayabyab: For government projects, usually only the legworks are shouldered by the contractors because fees for processing of permit from the LGU are usually waived for government to government transactions. Yes. PMO will provide documents such as plans etc. These will be discussed with the End-User. Bid Bulletin will be issued to clarify this.
PGM: On the posting of Cash Bond. Is the 50,000 non-refundable cash bond already considered in PMO's cost estimates?	Ar. Cayabyab: Yes.
PGM: Is there an occupant under Unit-18N? If yes, is the occupant already aware of the renovation works at Unit-18N?	Ar. Cayabyab: Yes. LT300 Admin is very well aware of the renovation of Unit-18N and they have already coordinated with the Unit-17N owner.
PGM: Is the Unit-17N owner aware of the disruption, particularly on sanitary lines, when the renovation works begin?	Ar. Cayabyab: LT300 Admin recommended that the sanitary lines be replaced. They will also be coordinating with the unit owner regarding this.
PGM: In the computation of the number of days to complete the project, was the allowed working time considered?	Ar. Cayabyab: Yes. It was considered in close coordination with LT300 Admin.
PGM: On Item 10.1 Kitchen Cabinet. Is this a specialized kitchen cabinet? Do you have a specific supplier?	Ar. Cayabyab: There is no specific supplier as long as it is in accordance with the plans and specifications provided in the Architectural Plans.
PGM: Is there a specific date to inspect the site? And if possible, Ar. Cayabyab to be present during inspection to properly orient us.	Tess: Prospective bidders are requested to submit request to inspect the property at least 2 days prior to their preferred date of inspection for us to facilitate preparation of

	<p>the gate pass and proper coordination with LT300 Admin.</p> <p>Ar. Cayabyab: We can set a single schedule for the site inspection to accommodate all the prospective bidders and to consolidate all the queries on the spot.</p>
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6. The BAC Chairman reminded prospective bidders that the last day for request for clarification is on April 30, 2021 (Friday) 12:00pm and it must be made in writing addressed to the BAC Chairman and that the deadline for submission and receipt of bids is at 10:00 A.M. on May 10, 2021, Monday.
7. There being no other matters to be discussed, the BAC Chairman concluded the meeting at 11:50 A.M.

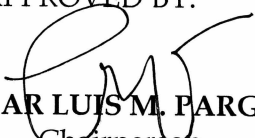
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 Vice- Chairperson

  
**MA. LIRIO A. ZABALA**  
 Member

  
**MARTHA JENNY S.T. TONG**  
 Member