

BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON FEBRUARY 19, 2019, 2:00 P.M. AT THE BAC OFFICE CONFERENCE ROOM, 2nd FLOOR, PROVINCIAL CAPITOL BLDG., DAET, CAMARINES NORTE.

PRESENT:

ATTY. DON H. CULVERA	- Provincial Legal Officer/BAC Chairperson
ENGR. EDEN F. BORJA, DPM	- Provl. Gen. Services Officer/BAC Member
ENGR. LEOPOLDO P. BADIOLA	- Provl. Env. & Nat. Res. Officer/BAC Member
ENGR. ALMIRANTE A. ABAD	- Provl. Agriculturist/Head, BAC Secretariat
MS. MARIE FRANCIS L. CRISOSTOMO	- Admin. Officer V/Member, BAC Secretariat
MS. NANCY U. HERNANDEZ	- A.O. V/Member, BAC Secretariat
MS. SIMONETTE S. PANGO	- Admin. Aide VI/Member, BAC Secretariat
MS. GINA B. RACELIS	- AO III/Member, BAC Secretariat
MR. JOHN ALMAN BALON	- Admin. Officer III/Member, BAC TWG
MS. VIRGINIA B. PELLEJA	- P.S., PLO/ Member, BAC Secretariat
MR. EDGAR Z. RAMOS	- UW1, PHRMO, Member, BAC Secretariat
ENGR. SAHLEE T. YANTO	- Engr. IV/Head, BAC TWG
MS. AIZA P. NAPOLES	- AO III/Member, BAC TWG
ENGR. KING ELISER PAPANGO	- Project Evaluation Officer IV/Member, BAC TWG
MS. DONNA A. GUEVARRA	- EMS II/ Member, BAC TWG
MS. JOY LOURICE T. RODERNO	- Admin. Asst. II/Member, BAC TWG
MR. URBANO C. LAGRIADA	- Observer, Kiwanis Club

ABSENT:

MS. MERCEDES M. ALFUERTE, CPA	- Provl. Budget Officer/BAC Vice Chairperson
ENGR. JOHN MARVIN S. TOBIAS	- Provl. Engineer/BAC Member
MS. MAGDALENA B. TOLEDANA	- PHRMO/Member, BAC Secretariat
MS. MARIA CRISTINA Z. AREVALO	- SAO/Member, BAC Secretariat
MRS. AMYLYN R. DY	- SAO, PTO, Member BAC Secretariat
MS. DOLORES V. LOARES	- Admin. Officer III/ Member, BAC Secretariat
MS. JOANNE V. ENRIQUEZ	- P.S./Member, BAC Secretariat
ENGR. MARK WILSON M. TORRES	- Engineer III, Member BAC TWG
MR. GINO VILLAFRANCA	- Admin. Assist. II/Member, BAC TWG

PROCEEDINGS OF THE MEETING

The meeting was called to order at 2:00 P.M.

Atty. Don H. Culvera, Chairperson of the Bids and Awards Committee presided the meeting while the Secretariat recorded the minutes thereof.

Engr. Almiente A. Abad, Head, BAC Secretariat made the roll call and informed the Chairperson that three (3) Members of the Bids and Awards Committee were present, hence, there was a quorum.

Atty. Don H. Culvera, Chairperson inquired if the Notice of Meeting has been sent to all the members, observer and concerned parties to which the Secretariat positively replied and presented the proof of notice for reference.

Engr. Almirante A. Abad read before the body the agenda for the day. On motion made by Engr. Eden F. Borja seconded by Engr. Leopoldo P. Badiola, both BAC Members, the agenda has been approved.

a. Pre-Procurement Conference of the following Infrastructure Projects

1. Access Road, Brgy. Bakal, Paracale, Camarines Norte
2. Construction of Bagong Silang I PWS System Level 2, Brgy. Bagong Silang I, Labo, Camarines Norte

On the pre-procurement conference of the above mentioned projects, Engr. Sahlee T. Yanto discussed the following:

Access Road, Brgy. Bakal, Paracale, Camarines Norte the Program of Works and Obligation Request was duly approved with an Approved Budget for the Contract of P9,948,393.00 funded through the Local Disaster Risk Reduction Management Fund for CY 2019 for the Concreting of 1216LM x 4.0 x 0.15m road with 0.50m shoulder on both sides.

Construction of Bagong Silang I PSW System Level II, Brgy. Bagong Silang I, Labo, Camarines Norte, the Program of Works and Obligation Request was duly approved Funded under the 20% Development Fund for CY 2019, with Approved Budget for the Contract of P9,935,652.35 for the Development/Rehabilitation of Water Source, Construction of Three (3) Unit Ground Reservoir, 3,984LM Pipe Laying and Installation of 32 units Communal Faucets

The said Projects were included in the PPMP and APP for CY 2019.

Atty. Culvera instructed the Technical Working Group to prepare the Bidding Documents and their adherence to relevant general procurement guidelines and the Secretariat to prepare the Invitation to Bid, the procurement schedule, including deadline and timeframes for the different activities; completion of the detailed engineering according to the prescribed standards and confirmation of the availability of Right of Way and the ownership of affected properties.

It was also reiterated and emphasized the importance of confidentiality, in accordance with Section 19 of RA 9184 IRR applicable sanctions and penalties.

The BAC Members reviewed the draft Invitation to Bid of the aforesaid projects which was read and discussed by Engr. Sahlee T. Yanto, Head of the Technical Working Group.


There being no other matters to be discussed the meeting was adjourned at 2:30 p.m.

I hereby certify to the correctness of the foregoing:


ENGR. ALMIRANTE A. ABAD
Prov'l Agriculturist/Head, BAC Secretariat

ATTESTED:

(Absent)
ENGR. JOHN MARVIL S. TOBIAS
Provincial Engineer/BAC Member


ENGR. LEOPOLDO P. BADIOLA
Prov'l. Env. & Nat. Res. Officer/BAC Member


ENGR. EDEN F. BORJA, DPM
Prov'l. General Services Officer/BAC Member

(Absent)
MERCEDES M. ALFUERTE, CPA
Provincial Budget Officer/BAC Vice Chairperson


ATTY. DON H. CULVERA
Provincial Legal Officer/BAC Chairperson