



Republic of the Philippines
Department of Health
CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

**MINUTES OF PRE-BIDDING CONFERENCE
28 SEPTEMBER 2018; 10:00 A.M.
COBAC CONFERENCE ROOM**

**REPAIR OF ROOFING OF DOH GYMNASIUM
IB NO. CW-2018-001**

I. ATTENDEES:

A. Central Office Bids and Awards and Committee (COBAC) - C:

- | | | |
|--------------------------------|---|------------------|
| 1. Dir. Joselito Feliciano | - | Vice-Chairperson |
| 2. Dir. Gloria J. Balboa | - | Regular Member |
| 3. Engr. David P. Masiado, Jr. | - | Alternate Member |

Absent:

- | | | |
|--------------------------------|---|----------------|
| 1. Asec. Lyndon L. Lee Suy | - | Chairperson |
| 2. Dir. Maria Rebecca Peñafiel | - | Regular Member |
| 3. Dir. Laureano Cruz | - | Regular Member |

B. COBAC-C Secretariat:

1. Ms. Lara Mae Pares
2. Mr. Nigel Aleksei Tabion
3. Ms. Jacquelyn T. Orias
4. Ms. Frances Jamaika Soliven
5. Mr. Govanne Marie Agudo

C. End-user's Representative:

- | | | |
|--------------------------|---|--------|
| 1. Engr. Mar Louie Panit | - | AS-GSD |
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D. Bidder's Representatives:

- | | | |
|---------------------------|---|---------------------------|
| 1. Ms. Joyce Kim Tamayo | - | A.E. Centeno Construction |
| 2. Ms. Melanie S. Arizapa | - | A.E. Centeno Construction |

II. CALL TO ORDER

The Pre-Bidding Conference for the Repair of Roofing of DOH Gymnasium under IB No. CW-2018-001 was conducted on 28 September 2018 at 10:00 AM at the COBAC Conference Room G/F, Bldg. 6, Department of Health and was called to order and presided over by Dir. Feliciano, COBAC-C Vice-Chairperson.

III. AGENDA

- 1) Dir. Feliciano led the opening remarks. He introduced the COBAC-C members, Secretariat, and End-user representatives, then acknowledged the presence of the prospective bidders' representatives.
- 2) The COBAC-C asked the prospective bidders' representatives if they have previously joined other government biddings to know if they are familiar with the documentary requirements. Some representatives confirmed that they regularly join biddings in the DOH while some stated that it is their first time.
- 3) A PowerPoint Presentation was flashed and the details of bidding were discussed. On Section III. Bid Data Sheet, the COBAC-C focused on ITB Clause 12.1. Eligibility Requirements and ITB Clause 29.2. Post-qualification Requirements, no query was raised by the bidders.

- 4) The COBAC-C continued with Section V. Special Conditions of Contract, Drawings and Bill of Quantities. No queries were made.
- 5) For Section VII. Scope of Works, the following are the salient points of discussion:

Particular	Comment/Query/Suggestion	End-User's/COBAC's Response
Painting Works	A Prospective Bidder (PB) inquired about the details of the Painting Works.	The End-user's representative discussed the details of the Painting and Plumbing Works as stipulated in the Bidding Documents.
Plumbing Works	A PB inquired about the details of the Plumbing Works.	

- 6) Finally, the COBAC-C reminded the bidders to write a letter within three (3) calendar days should they have further clarifications.

IV. ADJOURNMENT:

The COBAC-C informed the prospective bidders that a Bid Bulletin will be issued to announce the changes in the bidding documents, if any. Having no other matters to discuss, the cited conference was adjourned at 11:30 A.M.

Recorded by:


NIGEL ALEKSEI B. TABION
 Secretariat, COBAC-C

Approved by:


JOSELITO R. FELICIANO, MD
 COBAC – C Vice-Chairperson