



CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BIDDING CONFERENCE

29 November 2019 | 10:00 A.M.-2:00 P.M. | COBAC CONFERENCE ROOM

PROCUREMENT OF STRUCTURAL RETROFITTING AND REPAIR OF BUILDING 19 IB No. CW-2019-002

I. ATTENDEES

A. CENTRAL OFFICE BIDS AND AWARDS COMMITTEE (COBAC) - C:

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|------------------------------------|-----------------------------|
| 1. OIC-A Sec. Kenneth G. Ronquillo | -Chairperson |
| 2. Dir. Mar Wynn C. Bello | -Alternate Vice-Chairperson |
| 3. Engr. David P. Masiado, Jr. | -Regular Member |

B. COBAC-C SECRETARIAT

1. Ms. Lara Mae Pares
2. Mr. Pablo Nabong
3. Ms. Maria Charisma Lorenzo
4. Ms. Frances Jamaika Soliven
5. Ms. Charmaine Luistro

C. END-USER REPRESENTATIVES:

- | | |
|--------------------------|--|
| 1. Ar. Charmine Topacio | - Health Facilities Enhancement Program (HFEP) |
| 2. Ar. Maria Minnie Aban | - HFEP |
| 3. Engr. Jeffrey Goh | - Health Facilities Development Bureau |

D. PROSPECTIVE BIDDERS:

- | | |
|---------------------------------|--|
| 1. Mr. Anloyd Christian Pajares | - New Vic Construction Corporation |
| 2. Ms. Jennifer Cautom | - Concrete Solution Builders & Supply (CSBS) |
| 3. Ms. Ma. Andrea Galanza | - CSBS |
| 4. Ms. Kristine Herras | - P.L. Juan Construction Inc. |
| 5. Mr. Arvin Igana | - Alpha-Rho Mega Builders & Trading |

II. CALL TO ORDER

The Pre-Bidding Conference for the above-cited procurement project scheduled on 29 November 2019 started at 10:00 A.M at the COBAC Conference Room, Bldg. 6, Department of Health. It was called to order and presided over by OIC-A Sec. Kenneth G. Ronquillo, COBAC-C Chairperson.

III. MINUTES

- 1) OIC-A Sec. Ronquillo led the opening remarks. He introduced the COBAC-C members and Secretariat, TWG and End-user representatives, then acknowledged the presence of the prospective bidders' representatives. The COBAC-C asked the prospective bidders if they have previously joined other government biddings to confirm if they are already familiar with the documentary requirements.
- 2) The COBAC-C informed the prospective bidders that they will first discuss the requirements for the cited procurement project in the Philippine Bidding Document (PBD) and eventually go through the discussion of the Approved Budget for the Contract, Schedule of Requirements and Technical Specification.
- 3) A prospective bidder raised if there is the structural retrofitting estimate already. The End-user representative said that it can be issued through a Bid Bulletin.
- 4) The Scope of Works, Technical Specifications and Detailed Architectural and Engineering Design Plan, Bill of Quantities were discussed. Then, the following subject matters under the PBD were discussed and/ emphasized:
 - a. Section III. Bid Data Sheet including:
 - Eligibility Requirements

- Technical Documents
 - Financial Requirements
 - Post-Qualification Requirements
 - b. Section V. Special Conditions of Contract
 - c. Section VI. Schedule of Requirements
 - d. Section VII. Technical Specifications
 - e. Section VIII. Bidding Forms
- 5) The End-user representatives said that the prospective bidders should have read the uploaded Detailed Architectural and Engineering Designs and Scope of Works to minimize clarification during the conduct of site inspection.
- 6) The following are the issues and concerns raised relative to the PBD:

Particular	Discussion/ Decision
The prospective bidders inquired regarding the conformity with the Detailed Architectural and Engineering Designs.	The End-user representatives said that the participating bidder should sign the Detailed Architectural and Engineering Designs as conformity.

- 7) The COBAC-C said that the prospective bidders can proceed with the site inspection after the conduct of Pre-Bidding Conference since it is part of the requirements.
- 8) The prospective bidders agreed to submit their request for clarifications on any part of the bidding documents or for interpretation must be in writing and submitted to the Committee on or before 02 December 2019 to be able to endorse to the End-user representative for their review and response.
- 9) In addition, the Committee informed the prospective bidders that all the queries and suggestions raised during the discussion are noted and a Bid Bulletin shall be issued for any changes in the posted PBD.

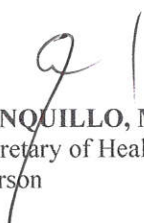
IV. ADJOURNMENT

Having no other matters to be discussed, the meeting was adjourned at 12:00 N.N.

Recorded by:


11/29/2019
LARA MAE D. PARES
COBAC-C Secretariat

Approved by:


KENNETH G. RONQUILLO, MD, MPH, CESO III
OIC – Assistant Secretary of Health
COBAC-C Chairperson