



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

BIDS AND AWARDS COMMITTEE

MINUTES OF MEETING

August 18, 2020, 10:00 a.m.

Bids and Awards Committee Conference Room

I. Attendance

Vice-Chairperson:	Director Andrea Celene M. Magtalas
Members:	OIC Assistant Director Rosemarie Pagala OIC Director Rowel Escalante Mr. Virgilio Umpacan, Jr.
End-User Representatives/ Provisional Member:	Director Thea Marie Corinne F. Palarca Atty. Juan Emmanuel Reyes
Technical Working Group:	Mr. Rainier Diaz Ms. Jhoana Marie Rull Atty. Keith Francis Briones Ms. Darlene Reyes
Secretariat:	Joyce D. Labao Ms. Rhonna Regina Puno Ms. Abegail Igna
Bidders Present:	For the Project: "Replacement of Tiles and Repainting of the Interior Walls and Finishes" 1. Mr. Ernesto Fortillano, MMEEN Construction 2. Rodolfo Cariño, MMEEN Construction 3. Juan Arias, Juan Carlos Construction

II. Call to Order

The BAC Chairperson called the meeting to order after determining that there is a quorum at 10:00 a.m.

The agenda for August 18, 2020 BAC Meeting is as follows:

Agenda	
A. Pre Bid Conference	
1. Replacement of Tiles and Repainting of the Interior Walls and Finishes	
Lot 1: BMB-B Office	
Lot 2: BITS Office	
B. Other Matters	
1. Mobile Phone Lines – request of SMART for inclusion of additional Annex to the Contract	

III. Highlights of the Meeting

Topics/Issues	Comments/Decisions/Instructions																
<p>A. Pre-Bid Conference</p> <p>1. Replacement of Tiles and Repainting of the Interior Walls and Finishes Lot 1: BMB-B Office Lot 2: BITS Office</p>	<ul style="list-style-type: none"> - The BAC Secretariat provided a brief background of the project. - The BAC recognized Ms. Jhoana Marie Rull, the TWG in-charge, to lead the discussion. - Ms. Rull discussed, in detail, all aspects of the project, including: the objectives of the meeting; the project background; requirements to be submitted during bid submission, after declaration of Lowest Calculated Bid, and after receipt of Notice of Award; sealing and marking of bids; Post Qualification documents; performance security; contract signing timeline; the parts of the Contract; schedule of requirements; technical specification; the common reasons for disqualification; and the procurement timeline. - A copy of the power point presentation is attached to this minutes for reference. - The summary of the questions/clarifications from the prospective bidders and the replies of the end-user/BAC is as follows: <table border="1" data-bbox="651 1048 1428 2040" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="651 1048 1040 1084">Questions</th> <th data-bbox="1040 1048 1428 1084">Replies</th> </tr> </thead> <tbody> <tr> <td data-bbox="651 1084 1040 1155">Can we know the floor area?</td> <td data-bbox="1040 1084 1428 1155">Floor area are included in the Technical Specifications.</td> </tr> <tr> <td data-bbox="651 1155 1040 1330">Can we request for a site visit?</td> <td data-bbox="1040 1155 1428 1330">Yes. Please coordinate with the AS-GSD for the schedule. Please contact Albert Mamangon of AS-GSD.</td> </tr> <tr> <td data-bbox="651 1330 1040 1505">Regarding the SLCC, can it be general construction and not focused only on floor tiles?</td> <td data-bbox="1040 1330 1428 1505">What we will consider for purposes of compliance, will be the component cost pertaining to the installation of floor tiles.</td> </tr> <tr> <td data-bbox="651 1505 1040 1706">On SLCC, can the period be five (5) years?</td> <td data-bbox="1040 1505 1428 1706">This is noted, but it will be for the consideration of the BAC. If there will be changes, it will be reflected in the form of a Supplemental Bid Bulletin.</td> </tr> <tr> <td data-bbox="651 1706 1040 1814">Will you be requiring Malacañang/PSG clearance?</td> <td data-bbox="1040 1706 1428 1814">No. DBM is outside the Malacañang Compound.</td> </tr> <tr> <td data-bbox="651 1814 1040 1948">Health Protocols</td> <td data-bbox="1040 1814 1428 1948">All workers shall be subjected to Health Protocols as required by the DBM.</td> </tr> <tr> <td data-bbox="651 1948 1040 2040">As regards the dismantling and putting back the power, data and voice, is it the</td> <td data-bbox="1040 1948 1428 2040">Yes, this is part of the deliverables.</td> </tr> </tbody> </table>	Questions	Replies	Can we know the floor area?	Floor area are included in the Technical Specifications.	Can we request for a site visit?	Yes. Please coordinate with the AS-GSD for the schedule. Please contact Albert Mamangon of AS-GSD.	Regarding the SLCC, can it be general construction and not focused only on floor tiles?	What we will consider for purposes of compliance, will be the component cost pertaining to the installation of floor tiles.	On SLCC, can the period be five (5) years?	This is noted, but it will be for the consideration of the BAC. If there will be changes, it will be reflected in the form of a Supplemental Bid Bulletin.	Will you be requiring Malacañang/PSG clearance?	No. DBM is outside the Malacañang Compound.	Health Protocols	All workers shall be subjected to Health Protocols as required by the DBM.	As regards the dismantling and putting back the power, data and voice, is it the	Yes, this is part of the deliverables.
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	contractor's responsibility since we are not experts on this?											
	Are we required to submit bill of quantities?	We do not require bill of quantities since the nature of the procurement is goods and services.										
	Is this one-time payment?	Yes.										
<p>B. Other Matters</p> <p>1. SAPP No. 8</p> <p>2. Contract with SMART Communications</p> <p>3. BAC Action Items</p>	<ul style="list-style-type: none"> - The BAC Secretariat reported that SAPP No. 8 contains only four (4) projects since these are the only projects that have complete documentation and the endorsement from the Finance service. These are the following projects: <ol style="list-style-type: none"> 1. Supply and Delivery of Document Frames 2. Supply and Delivery of Memorabilia for the Loyalty Award 3 and 4. Two projects of the FPRB - The BAC resolved to reply to SMART Communications regarding their request to include in the contract a separate "Terms and Conditions". The tenor of the reply shall be "we are not in agreement to your request to include as part of the contract the "terms and conditions" as requested. But as to the implementation side, SMART may coordinate to the end-user. - The AS-GSD were requested to send a memo as to the handling of the previous contract. 											
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	Administrative Matter: August 25 Agenda Items	Conditions in the Contract as an Annex 1. DO on Electronic Submission 2. Simplified Bid Docs 3. EPA Preparatory Activity: Memo to BSOs 4. Update on the following: <ul style="list-style-type: none"> a. Records Management b. GPPB Training 5. Questionnaire for Bidders for Mandatory Review

IV. Adjournment

There being no other matters to be discussed, the meeting was adjourned at 11:37 a.m.

Prepared by:

Noted by:

Joyce D. Labao
Secretariat

Director ANDREA CELENE MAGTALAS
Vice-Chairperson