
PRE-BID CONFERENCE
for the
CONSTRUCTION OF THREE (3)-STOREY DSWD-CAR RSCC BUILDING (3rd posting)
ITB No. 2018-DSWD-CAR-02
Office of the Assistant Regional Director for Administration, DSWD Office, No. 40 North
Drive, Baguio City
20 August 2018

Attendees

Bids and Awards Committee

| | |
|------------------------|---|
| Enrique H. Gascon, Jr. | - Chairperson |
| Edna S. Benitez | - Provisional Member (End-User) |
| Nelly Mason | - Provisional Member (End-User) |
| Glyxter N. Rudio | - Provisional Member (Technical Expert) |
| Javier M. Maliones | - Provisional Member (Technical Expert) |
| John Phillip J. Lamsis | - Provisional Member (Technical Expert) |

Prospective Bidders

| | |
|-----------------|---|
| Bobby Samson | - Angel Gabriel Builders and Realty Corporation |
| Eugene P. Chipu | - HGW=3 Engineering and Construction |

Procurement Section

Anna Pamela B. Baguilat
Victor U. Bomowey
Lily Grace Verzosa
Francisca Bulaga

Observers

Note: Observers were invited but nobody was able to attend.

Meeting Proper

The meeting was called to order at 9:30AM at the Office of the Assistant Regional Director for Administration at No. 40 North Drive, Baguio City, with Mr. Enrique H. Gascon, Jr., Bids and Awards Committee (BAC) Chairperson, presiding.

Mr. Gascon started the meeting by stating that the meeting is for the Pre-Bid Conference for ITB No. 2018-DSWD-CAR-02, Construction of Three (3)-Storey DSWD-CAR RSCC Building (3rd posting). He introduced the BAC and Procurement Section staff present; after which, the prospective bidders also introduced themselves.

Mr. Gascon discussed the reasons for failure of the first two postings:

- 1st posting – Unanticipated reduction of the Approved Budget for the Contract (ABC); and
- 2nd posting – Ineligibility of the bidders, specifically the submission of expired PCAB License.



Invitation to Bid (ITB) and Bid Data Sheet (BDS)

The details of the ITB and BDS were discussed by Mr. Gascon.

| Concern/ Clarification | Discussion/ Agreement | |
|---|--|---|
| | From | To |
| The ITB No. should include the year (Section III.1.2 of the BDS) | DSWD-CAR-02 – 3 rd posting | 2018-DSWD-CAR-02 – 3 rd posting |
| Reiteration on the ongoing projects (12.1 of the BDS) | Statement of ongoing projects | Statement of all ongoing projects |
| Bill of Quantities | Originally not attached to the ITB; thus for attachment. | |
| Clarification on the requirement of Transit Mixer and Concrete Pump | The Transit Mixer and Concrete Pump are optional. | |
| Bill of Quantities and Detailed Estimates (13.1 (b) of the BDS) | Bid prices in the Bill of Quantities | Bid prices in the Bill of Quantities. The BOQ should match the Detailed Estimates. Non-compliance can be a ground for disqualification. |
| | Detailed Estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid. | Detailed Estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid. Detailed Estimates should be specific per item; and should not be in one lot/ lumpsum. Labor and equipment must not be in percentage of the material cost, rather, should be in man-hours or man-days. |

The requirements for the key personnel and equipment were presented.

To illustrate the proper labeling and sealing of the bids, Mr. Gascon presented the seven-envelope system.

Technical and Financial Components

The technical and financial components were elaborated by Mr. Gascon. Reiteration was made on:

- Valid PCAB License – The PCAB should be valid or not expired at the time of opening of the bid.
- Statement of all ongoing projects – This means that ALL ongoing projects should have attachment of Certificate of Non-Slippage.
- Certificate of Site Inspection – This is to ensure that the prospective bidder has inspected the site, and the estimates are based on the inspection made. The certification is issued by any of the RSCC staff.

Technical Plans, Drawings and Bill of Quantities (BOQ)

The Technical Plans and Drawings were discussed by Architect Javier Maliones, Engr. John Phillip Lamsis, and Architect Glyxter Rudio.

The presenters explained that the building will be a three-storey, with 553 square meters per floor, and will have a roof deck. The details were discussed, which include the following:

- The partitions are with material of glass.
- The fire protection includes only the fire extinguisher.
- The back portion of the building will be a firewall since “nakasagad na sa riprap.”

The site development plan was also presented. It was explained that the broken lines pertain to the existing building which will be demolished. However, the total demolition will be completed at the end-part of the schedule since there are still items/ equipment which will be stored at the existing building during the construction of the project. The demolished materials will be disposed by the Service Provider/ Contractor; except for the roofing, trusses and accessories, since these are newly-installed (these shall be safe-kept by the Agency).

The details/ inclusions per work item were also discussed during the presentation of the BOQ, which include the following:

- Signages include the billboard required by the Commission on Audit.
- The Service Provider/ Contractor should have a temporary office at the Construction Site, where the Agency can check the documents such as the Gantt Chart and S-Curve.
- The fire extinguisher would be 10 pieces per floor, or a total of 30 pieces. The fire extinguisher is included in the “Devices, Plates, and Utility.”

Mr. Gascon shared the reasons for the failure of bidding of the Agency's infrastructure projects:

- PCAB License is not valid;
- Detailed estimates are not consistent with the Bill of Quantities;
- Non-compliance on the requirements on qualification of key personnel and equipment;
- Non-declaration of ongoing projects; and
- Non-attachment of Certificate of Non-slippage for ongoing projects.

It was reiterated that workers of the Service Provider/ Contractor are required to wear their personal protective equipment.

Other clarifications raised are:

| Concern/ Clarification | Discussion/ Agreement | |
|--------------------------------------|---|--|
| | From | To |
| What are included under the permits? | Permits | Permits will include the following: <ul style="list-style-type: none"> - Demolition permit; - Excavation permit; - Building permit; and - Occupancy permit |
| Mr. Samson: Walang paint? | Mr. Maliones: The painting is not included. The finishing will only include until the plastering. | |

| Concern/ Clarification | Discussion/ Agreement |
|--|---|
| Mr. Chipo: Is the structural concrete part of the steel deck? | Mr. Maliones: The suspended slab is already included in the steel deck; thus is not part of the structural concrete item. |
| Ms. Benitez: Will the steel truss be disposed? | Mr. Lamsis: The roofing and trusses will not be disposed by the Service Provider/ Contractor. |
| Ms. Benitez: What will be the treatment of the electric and water bills? | Mr. Lamsis: Those currently residing in the building will leave once the construction will begin. We will record the reading in Kwh before the start of the work/ construction. The Service Provider/ Contractor will pay for the bills during the construction. |
| Mr. Chipo: Can we present in lumpsum the permits and facilities? How about the demolition? | Mr. Lamsis: There should be separate lots for the permits, and for the facilities. The demolition may be presented in lump-sum. Other than these items, the other items should be detailed. We require the presentation of the detailed estimate, which should be detailed and in accordance to the plan, for the Agency to have a basis for computation, in situations when the project may not be completed. |
| Mr. Samson: Is the "tiles work" included of the project estimate? | Mr. Maliones: No; we will only have plastering – generally fine plastering, but there are parts which would need only rough plastering. |
| Mr. Samson: Would the 180 days include the demolition? | Mr. Gason: Yes. The original plan is that the project will be until December 2018; however, this may not be realistic. Mr. Lamsis: The original plans had elevator and generator set; however these were removed to compensate for the 24-hour labor. |
| Mr. Gascon: You may now visit the site for the inspection. | Prospective Bidders: We will just return for the site inspection. |

Mr. Gascon further reminded the bidders to be early during the submission of bids. He even read the current time of the DSWD-CAR, which is at that time, 9:38AM, for the prospective bidders to be able to synchronize their time with that of the Field Office.

With no other issues/ concerns raised, the meeting was adjourned at 10:30 AM.

Prepared:

^{11/11/18 08:24}
ANNA PAMELA B. BAGUILAT
Administrative Officer IV, Procurement Section

Noted:


ENRIQUE H. GASCON, JR.
Chairperson, Bids and Awards Committee