



Project Reference Number: 6582171
Name of Project: Construction of College of Engineering and Information Technology Complex
Location of Project: CSU Campus, Ampayon, Butuan City

**EXCERPTS ON THE MINUTES OF PRE-BID CONFERENCE ON THE
PROJECT Re: Construction of College of Engineering and Information
Technology Complex**

Present were:

- | | |
|-----------------------------------|-------------------------------------|
| Armie Leila M. Mordeno, DPA, CSEE | - BAC Chairperson |
| Felix R. Ocarez, Ed. D. | - BAC Vice-Chairperson |
| Atty. Dianah Jee U. Saspa | - BAC Member |
| Ma. Victoria M. Labisto | - BAC Member |
| Engr. Marilou G. Umpad | - BAC Provisional Member |
| Julius L. Ocmen | - BAC TWG |
| Karl Mars Glenn R. Cane | - BAC TWG |
| Concordio C. Lacre | - BAC TWG |
| Engr. Lorie Cri Asube | - BAC TWG |
| Master George M. Tortola | - Head, BAC Secretariat |
| Datche P. Dagooc | - BAC Secretariat |
| Leo C. Deluvio | - BAC Secretariat |
| Mark Ian L. Odtojan | - BAC Secretariat |
| Angelica G. Dando | - BAC Staff |
| Derwin T. Gumban | - Architect, OPD |
| Mary Sheila Paez | - Draftsman, OPD |
| Clark Aries Ingles | - Planning Officer, OPD |
| Engr. Alex Demetillo | - CEGS Representative |
| Jaymer Jayoma | - CCIS Representative |
| Wencilito M. Antipala | - Algamon Construction |
| Vassity Q. Viajar | - Mair Cons. & Gen. Merchandise |
| Justin P. Terante | - Jodel Construction |
| Noel Dilgo | - Theam Builders |
| Ronald Galigao | - Cartesian Builders |
| Raul C. Boquilon | - RIB Cons & Supply |
| Alpiniano L. Alaba Jr. | - Lions Convergence Cons. & Dev. |
| Antonio Silor | - YPC Construction |
| Marivic Y. Adorna | - Rowies Construction |
| Angelo Asok | - Two Aces Construction |
| Mar Christine Delmonte | - Two Aces Construction |
| Arlim Abejay | - Reyrose Cons. & Supply Dev. Corp. |
| Rolyn L. Gaviola | - RNH Bentulan Construction |
| Ruben Ignacio | - Rowies Construction |
| King John A. Tupaz | - Kelvin Construction |
| Zosimo R. Rosales | - JR-3 Construction |
| Martin Atazan | - BN Builders Cons & Supply |
| Reneboy Castillon | - Giovanni Construction |
| Cecil O. Bedragan | - JITS/Meter King |
| Ryan B. Jusalen | - Charlz Construction |
| Melanie O. Bardilas | - Poliran Builders Corporation |



The Pre-Bid conference was held on November 04, 2019 9:00 A.M. at the CSU OATC Building Training Hall. It started with the introduction of participants of the Pre-bid Conference by the Head, BAC Secretariat and was called to order by Armie Leila M. Mordeno, DPA, CSEE, BAC Chairperson with the Provisional Agenda, as follows:

I. Preliminaries

- A. Call To Order
- B. Adjournment

II. Business Agenda for the Day

Pre-bid Conference on the Project RE: **Construction of College of Engineering and Information Technology Complex.**

- The BAC Secretariat Head acknowledged the prospective bidders and introduced the BAC Members;
- The BAC Chairperson read the Invitation To Bid (ITB) of the project with an Approved Budget for the Contract (ABC) of Sixty-seven Million Five Hundred Forty-nine Thousand Eight Hundred Sixteen Pesos and 40/xx Only (**P67, 549.816.40**) funded from the Regular Agency Fund (RAF) for FY 2020 with a contract duration of three hundred (300) calendar days;
- The bidders are further informed of the early procurement being undertaken by the University as required by the Department of Budget and Management (DBM) and the Government Procurement Policy Board (GPPB);
- She also reiterated the timeline of activities highlighting the dates of the Opening of Bids, Bid Evaluation, Post qualification and the awarding of contract;
- She also reiterated the two-envelope scheme (Technical and Financial) placed in three envelopes consisting of (1) original copy and (2) duplicate certified true copies from the original duly signed and sealed in compliance with the rules and regulations of RA 9184;
- She requested the prospective bidders on the observance of completed staff work on the preparation of bidding documents to fast track the process of evaluation of the same during the opening of bids. Bidders should bind the documents and properly mark, tab, and arrange the same with corresponding Table of Contents as indicated in the Checklist of requirements in the respective folders;
- That the project has a contract duration of 300 calendar days because by FY 2020 the DBM through the GPPB, PhilGEPS and COA the University will strictly implement the cash-based budgeting by which the same system requires for the complete/ perfected utilization of the budget by the end of FY 2020 and that all activities must be completed at the end of the year (December 31, 2020) with three (3) months of the succeeding year as window for payment;
- Arch Gumban conveyed the information that the project is located beside the existing building of the College of Computing and Information Sciences (CCIS);
- That the said building has 3 floors and that the coverage of the **P67, 549.816.40** only covers the 2 floors of the building by which another phase will be for the last floor;
- That the bid docs for the project amounts to Fifty Thousand Pesos (P=50, 000.00);
- The following were the queries of the bidders, as follows:

Queries	BAC Reply
1. Regarding on the lump sum amounts, can we specify the scope of works? What are the basis for the lump sum items?	1. That items with lump sum amounts are based on the plan.



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Competence Service Uprightness

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Queries	BAC Reply
2. Since the construction of the project is up to the 2 nd floor only, is the budget for "abang"/ dowel included in the POW?	2. Yes, the budget for the same is included and specified in the breakdown of the item of works.
3. With the completion of the project that covers only the 1 st and 2 nd floor of the building, does it mean that the same should ready for occupancy?	3. With the completion of the project, the 1 st floor and 2 nd floor of the building must be ready for occupancy.
4. Regarding on the cash-based budgeting, what if there are variation or changes? What is the scheme of the same system?	4. The whole contract amount will be obligated to the winning bidder but the payment will depend on the billing. Within the contract period, if the project will not be completed/ if there are variations, three months allowance will be given which is the 1 st quarter of FY 2021.
5. On the permit and licenses includes signed and sealed electrical plans?	5. The University has already prepared the electrical plan. In the POW, the work of item includes the signing and sealing of the electrical plan. Also, new design materials for the same were considered for the costing of the electrical layout.
6. Was the electronic plan layout included?	6. Yes, the same was included.
7. On the electrical side, was the grounding system for every outlet being considered?	7. Yes, the same was being considered.

- The BAC Chairperson informed the BAC and the prospective bidders of the schedule of Opening of Bids which will be on November 18, 2019 @ 9:00A.M. at the New CSU Administration Building Conference Hall.

III. Adjournment

There having no other topics for discussion, the Pre-Bid Conference for the **Construction of College of Engineering and Information Technology Complex** was adjourned at 9:40 A.M.

Prepared by:

MASTER GEORGE M. TORTOLA

Head, BAC Secretariat

Conforme:

ARMIE LEILA M. MORDENO, DPA, CSEE

Chairperson, Bids and Awards Committee

Minutes of the Pre-bid Conference RE Construction of College of Engineering and Information Technology Complex, November 04, 2019 @9:00A.M., CSU OATC Building Training Hall.