

# DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS REGION 1

Title/Description: Construction/Improvement of Access Roads leading to Declared Tourism Destinations (Tourism Road Infrastructure Program-TRIP) - Vigan Boardwalk Road leading to the Heritage Village, Vigan City, Ilocos Sur, Package II, with Contract ID No. 21A00050

Date:	Started:	Adjourned:	Venue:
October 22, 2020	10:00 AM	11:13 AM	Conference Room, DPWH Regional Office I

Attendees: Pls. See attached attendance sheet

Topics: MINUTES OF PREBID CONFERENCE

TOPIC	HIGHLIGHTS AND DISCUSSIONS	RESPONSIBLE PERSON & TIMELINE
<b>I</b>	<b>Introduction of Participants/Roll Call</b>  The Head, BAC Secretariat, acknowledged the attendance of Bids and Awards Committee, Technical Working Group and Secretariat. Representatives from Satrap Construction Co., Inc., Mr. Harold Molina and Mr. OPIO Urmeneja attended the said Pre-bid Conference. Since all of the BAC Members were present, there was a quorum.	DAISY M. MANZANO
<b>II</b>	<b>Call to Order</b>  The BAC Chairman called the Prebid Conference for Contract ID No. 21A00050 with Contract Name: Construction/Improvement of Access Roads leading to Declared Tourism Destinations (Tourism Road Infrastructure Program-TRIP) - Vigan Boardwalk Road leading to the Heritage Village, Vigan City, Ilocos Sur, Package II, to order, at 10:00 AM on October 22, 2020 at the Conference Room of DPWH Regional Office I.	GERRY G. JUCAR
<b>III</b>	<b>1. Presentation/Explanation by BAC</b>  The Pre-bid Conference shall discuss, clarify and explain, among other things, the eligibility requirements and the technical and financial components of the contract to be bid including questions and clarifications raised by the prospective bidders before and during the Pre-Bid Conference. (Sec. 22.3, IRR of RA 9184).  <b>A. Brief on Basic Contract Data</b> a.1. Contract ID No: 21A00050 a.2. Contract Name:  Construction/Improvement of Access Roads leading to Declared Tourism Destinations (Tourism Road Infrastructure Program-TRIP) - Vigan Boardwalk Road leading to the Heritage Village, Vigan City, Ilocos Sur, Package II  a.3. Scope of Work:  1. Earthworks including removal of Natural Obstructions and Existing Structures; 2. PCCP Carriageway (w=6.10 m t=280mm) PCCP Boardwalk (w=8.0 m t=200mm); 3. Reinforced Concrete Lateral Drainage, Catch Basin and Headwalls; 4. Reinforced Concrete Pipe Culvert (910mm dia); 5. Reinforced Concrete Revetment with Structural Steel Sheet Piles; 6. Concrete Gutter; 7. Application of Reflectorized Thermoplastic Pavement Markings;  a.4. Approved Budget for Contract: Php101,166,000.00 a.5. Contract Duration: 222 Calendar Days a.6. Amount of Bidding Documents: Php50,000.00 a.7. Contract Implementation Schedule	DAISY M. MANZANO

The schedule of key procurement activities for this Contract is shown below:

Activity	Date	
	From	To
1. Advertisement of Invitation to Bid	✓ 10/15/20	10/21/20
2. Issuance of Bidding Documents	✓ 10/15/20	11/04/20
3. Pre-Bid Conference	✓ 10/22/20	
4. Receipt and Opening of Bids	✓ 11/04/20	

#### B. Review of Requirements of Bidding Documents

1. The required PCAB license for this contract is as follows:

- ✓ Size Range: Medium A
- License Category: B
- Largest Single Project: Above 15 Million up to 75 Million
- Allowable Range of Contract Cost: Up to PhP150 Million

2. a. Major Categories of Works

✓ RCP: Roads: Construction - PCCP

b. Similar Category of Work:

- ✓ 1. RRP: Roads: Rehabilitation - PCCP
- ✓ 2. RCTP: Roads: Construction - Tunnel - PCCP

3. Minimum work experience requirements for the key personnel are the following:

Key Personnel	Minimum Years of Similar Experience (Same Position)	Minimum Years of Similar and Related (Experience)
Project Manager	5	5
Project Engineer	5	3
Materials Engineer	DPWH Accredited Materials Engineer I	
Foreman	5	2

4. Funding Source: FY 2021

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#### C. Documents to be submitted by the Bidders:

##### Eligibility Requirement

- Eligibility Check will be done Electronically using the DPWH Civil Works Application (CWA)
- If not enrolled in CWR, Eligibility Documents should be attached in the Technical Bid;

##### 1. Class "A" Documents

##### 1.1 Legal Documents

- SEC, DTI or CDA(Cooperative Development Authority)
- Mayor's Permit issued by the City/Municipality where the principal place of business of the prospective bidder is located

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	<p>* In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement.</p> <p>c. Tax Clearance Certificate as finally reviewed and approved by BIR</p> <p><b>1.2 Technical Documents</b></p> <ul style="list-style-type: none"> <li>a. PCAB or Special PCAB License in case of Joint Venture (JV)</li> <li>b. Records of completed contracts, both government and private</li> <li>c. Records of all its ongoing government and private contracts, including awarded but not yet started</li> <li>d. Records of Single Largest Completed Contract (SLCC) similar to the contract: <ul style="list-style-type: none"> <li>d.1 Adjusted to current price using Philippine Statistics Authority (PSA) current price index.</li> <li>d.2 Should have a contract amount equivalent to at least fifty percent (50%) of the ABC.</li> <li>d.3 A contract shall be considered "similar" to the contract to be bid if it has the same major categories of work.</li> </ul> </li> <li>e. Records of Single Largest Completed Contract (SLCC) similar to the contract: Con't.</li> </ul> <p><b>1.3 Financial Documents</b></p> <ul style="list-style-type: none"> <li>a. Audited Financial Statement stamped "received" by the BIR or its duly accredited and authorized institutions for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.</li> <li>b. Tax Returns filed and taxes paid through the BIR electronic Filing and Payment System (eFPS)</li> <li>c. Computation of NFCC of at least equal to ABC, computed using the prescribed formula:</li> </ul> <p style="padding-left: 40px;"> <math display="block">NFCC = [(Current\ Assets - Current\ Liabilities)(15)] - value\ of\ unfinished\ projects\ including\ awarded\ projects\ not\ yet\ started\ coinciding\ with\ the\ contract\ to\ be\ bid</math> </p> <p><b>2. Class "B" Document (For Joint Venture only)</b></p> <p>Valid Joint Venture Agreement (JVA)</p> <p>*Each partner of the Joint Venture shall submit their respective PhilGEPS Certificates of Registration in accordance with Section 8.5.2 of the IRR of RA 9184. The submission of technical and financial eligibility documents by any of the joint venture partners constitute compliance: Provided that the partner responsible to submit the NFCC shall likewise submit the Statement of all of its ongoing contracts and Audited Financial Statements.</p>	DAISY M. MANZANO
	<p><b>D. Submission and Receipt of Bids</b></p> <p><b><u>d.1. Contents of 1st Envelope (TECHNICAL PROPOSAL)</u></b></p> <ul style="list-style-type: none"> <li>1. PhilGEPS Certificate of Registration and Platinum/Blue/Red Membership</li> <li>2. PCAB License and Registration/Special PCAB License (if JV)</li> <li>3. Statement of all Ongoing Government and Private Contracts</li> <li>4. Statement of SLCC</li> <li>5. NFCC Computation</li> <li>6. JVA, if applicable</li> <li>7. Bid Security in the prescribed form, amount and validity period</li> <li>8. Project Requirements</li> </ul>	DAISY M. MANZANO

- a. Organizational Chart for the contract to be bid
  - b. List of Contractor's Personnel
  - c. List of Contractor's Major Construction and Laboratory Equipment.
9. Omnibus Sworn Statements
10. ISO 9001:2015 Certification per D.O. 43, Series of 2019 (For Joint Venture: The submission by the lead partner will suffice.)

**Bid Security**

- 1. Bid validity period: 120 cd. from the date of submission of bids
- 2. Bid Security validity period : 120 cd. from the date of submission of bids

The bidder shall submit a Bid Securing Declaration, or any form of Bid Security enumerated below:	Amount of Bid Security (Not less than % of ABC)
(a) Cash or cashier's/managers check issued by a Universal or Commercial bank	2%
(b) Bank Draft/Guarantee or Irrevocable LC issued by a Universal or Commercial Bank	
(c) Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	5%

**d.2. Contents of 2nd Envelope (FINANCIAL PROPOSAL)**

- 1. Bid Form - must be in accordance with the form prescribed in Section IX – Bidding Forms of Bidding Documents
- 2. Bid Prices in the Bill of Quantities (BOQ)
- 3. Detailed Estimates
- 4. Cash flow by quarter

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**E. Evaluation of Bids**

The financial component of the bids of each "passed" bidder shall be evaluated using non-discretionary criteria-including arithmetical corrections for computational errors, and thus determine the correct total calculated bid prices. The BAC shall automatically disqualify any total calculated bid price which exceeds the ABC.

The following factors are to be considered in the evaluation of the bid prices:

**a. Completeness of bids**

- 1. No price in required item = non-complying
- 2. Indicating a zero "0" or a dash (-) = free to the GOP
- 3. All prices are deemed to include all taxes
- Bids not addressing or providing all of the required items in the Bidding
- 4. Documents including, where applicable BOQ, shall be considered non-responsive

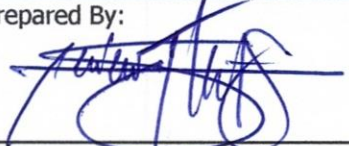
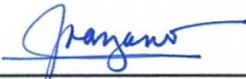

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	<p><b>b. Arithmetical corrections</b></p> <ol style="list-style-type: none"> <li>1. Bid prices in figures vs words (words prevails)</li> <li>2. Total price vs unit price per item, (unit price prevails)</li> <li>3. Total price vs actual sum of component items, (actual prevails)</li> <li>4. Unit cost in detailed estimate vs unit cost in BOQ, (latter prevails)</li> </ol> <p><b>c. If above ABC ---- non complying</b></p>	DAISY M. MANZANO
	<p><b>F. Post Qualification</b> <b>Verification of:</b></p> <p><b>a. Legal Requirements</b></p> <p><b>b. Technical Requirements</b></p> <ol style="list-style-type: none"> <li>1. Single Largest Completed Contract (SLCC) similar to the contract</li> <li>2. Key Personnel (Minimum work experience requirements should be satisfied)</li> <li>3. Availability and commitment of Major Construction Equipment (Failure of the prospective bidder to state a complete technical description of the pledged equipment and the specific location, whether owned, leased or under purchased agreement shall result in the bidder's automatic post- disqualification for award of contract and forfeiture of its bid security per D.O. #58, S. 2012)</li> <li>4. Performance in ongoing government and private contracts:             <ol style="list-style-type: none"> <li>a. Negative slippage of at least 15% in any one project or negative slippage of at least 10% in each of two (2) or more contracts</li> <li>b. Failure of the contractor to commence repair work and complete ongoing contracts in the prescribed date after receipt of the Notice of Defects and Deficiencies</li> <li>c. Failure of the contractor to commence repair works on contracts with pending certificates of acceptance in the prescribed date after the receipt of the Notice of Defects and Failures</li> <li>d. Substandard quality of works or unsatisfactory performance per contract term and conditions at the time of inspection</li> <li>e. Liquidated damages currently imposed on the contractor</li> <li>f. D.O. 127, Series 2018, Strict Application of R.A. 9184 in the conduct of the Post-Qualification of Bidders with Delayed On-Going Contracts with the DPWH.</li> </ol> </li> <li>5. Authenticity of Bid Security</li> </ol> <p><b>c. Financial Requirements</b></p> <ol style="list-style-type: none"> <li>1. Audited Financial Statement (AFS), especially current assets and liabilities</li> <li>2. Up-to-date value of all outstanding or uncompleted works under ongoing and awarded contracts</li> <li>3. Upated NFCC versus ABC</li> </ol>	DAISY M. MANZANO
	<p><b>Notes on the Personnel and Equipment Requirements of the project:</b> As per D.O. No. 09, Series of 2012 – Technical Requirements for Civil Works Projects for Public Bidding</p> <ol style="list-style-type: none"> <li>1. If a proposed key Technical Personnel is an employee of the bidder and working on another project at the same time of the bidding, the bidder shall submit a certification that (1) the personnel will be pulled out from the ongoing project once the bidder is awarded the contract, and (2) he/she will be replaced with another person with equal or better qualifications, as certified by the head of the implementing office.</li> </ol>	DAISY M. MANZANO

	<ol style="list-style-type: none"> <li>The bidder may propose a Key Technical Personnel who is not its employee provided that the said personnel is required to submit a certification that he/she will work for the bidder if it is awarded the contract under bidding</li> <li>These certifications shall be included in the first envelope of the sealed bid.</li> <li>Also to be verified during post-qualification is the set of equipment pledged by the bidder. The bidder should specify in the submitted bid the location of the equipment where they can be inspected. If any equipment is not in the specified location, then the bidder shall be post-disqualified.</li> </ol> <p><b>List of key equipment units:</b> (may be owned, leased, and/or under purchase agreements, supported by certification of availability of equipment from the equipment lessor/vendor for the duration of the project)</p> <p><b>Laboratory Equipment:</b> Please refer to DPWH D.O. 11 Series of 2017 for the minimum materials testing equipment.</p>	DAISY M. MANZANO
	<p><b>G. Contract Award</b></p> <ol style="list-style-type: none"> <li>The Contract shall be awarded to the Bidder whose Bid has been determined to be the Lowest Calculated and Responsive Bid (LCRB) as a result of the detailed evaluation and post-qualification conducted.</li> <li>The Successful Bidder shall be notified through the issuance of Notice of Award within the bid validity period and must be confirmed by the Successful Bidder in writing within ten (10) days upon receipt thereof in accordance with Section 37.2.2 of the 2016 Rev. IRR of RA 9184.</li> </ol> <p><b>Common reasons for rejection of bids, ineligibility and post-disqualification of Bidder:</b></p> <ol style="list-style-type: none"> <li>Failure to submit original copy of the surety bond certified by the Insurance Commission indicating the name of project; the procuring entity and name of contractor.</li> <li>Shorter bid validity and bid security validity period</li> <li>Overlapping of pledged equipment and committed key technical personnel.</li> <li>Failure to indicate the validity of bid in the Bid Form</li> <li>Late submission of bid</li> <li>Failure to submit supporting documents, e.g. certification of availability of equipment from the equipment lessor/vendor for the duration of the project, if equipment pledged is to be leased/purchased.</li> <li>Negative slippage in the on-going projects (- 15% or more) or -10% in each of two or more on-going projects</li> <li>Unsatisfactory CPES rating</li> </ol> <p><b>Common Errors in the submission of bids:</b></p> <ol style="list-style-type: none"> <li>Incomplete pages of Bid Documents (Technical &amp; Financial)</li> <li>Authority of the signatory to sign on behalf of the bidder: <ol style="list-style-type: none"> <li>Single Proprietor: signatory should be the owner/proprietor only</li> <li>Corporation/Cooperative : Board Secretary's Certificate and Board Resolution</li> <li>Joint venture: Joint Venture Resolution or Agreement</li> <li>Partnership: as indicated in the articles of partnership</li> </ol> </li> </ol>	DAISY M. MANZANO
IV	<p><b>Questions/Comments from Bidders and Replies of BAC and other Representatives of Procuring Entity</b></p> <p>Representative from Satrap Construction Co., Inc., Mr. Harold Molina asked the BAC if there is any supplemental bulletin. The Head, BAC Secretariat, announced that there is a supplemental bulletin No. 75, issued today, October 22, 2020, regarding the revision of bill of quantities for the said contract, (Please see attached Supplemental Bulletin No. 75) for information and reference of the prospective bidders.</p>	DAISY M. MANZANO



<b>V</b>	<b>Other Matters</b> 1. Discussed the Guidelines on the Implmentation of Early Procurement Activities (EPA) Per GPP Resolution No. 4 s 2019 dated July 17,2019 and GPP Circular No. 06 s 2019 dated July 17, 2019 a. Applicable to procurement of Projects undertaken thru competitive bidding and Alternantive Methos except for Repeat Order, Shopping, Negotiated-Emergency Cases, Negotiated Take-over and negotiated-Small Value b. Certificate of Availability of the Funds shall not required prior to the commencement of EPA c. Informed prospective bidders the implications of a procurement thru EPA, Extension of the bid validity and security, Validity of the eligibility requirements prior to the award of the contract, conditions of the contract and Date of earliest delivery d. The award of contrat for Procurement Contracts undertaken thru EPA may be made only upon the approval and effectivity of GAA	GERRY G. JUCAR
<b>VI</b>	<b>Adjournment :</b> There being no other remaining subjects for discussion, the Pre-bid conference is adjourned at 11:13 AM .	GERRY G. JUCAR
<b>Review and Confirmation:</b>		
Prepared By: 	Reviewed by: 	Approved by: 
<b>RENIERO A. SALINAS</b>	<b>DAISY M. MANZANO</b>	<b>GERRY G. JUCAR</b>
Member, BAC Secretariat	Head, Procurement Unit/BAC Secretariat	BAC Chairman