

Republic of the Philippines
METRO COTABARO WATER DISTRICT
Gov. Gutierrez Avenue, Cotabato City

MINUTES OF THE MEETING

PRE-BID CONFERENCE for PR#20-05-0287

2nd Rebidding - Furnishing of Materials, Labor, Tools & Equipment for the Replacement of Existing 400mmØ Steel Transmission Mains to 400mmØ Ductile Iron Pipes and Fittings From Tanuel Pumping Station to SPDA Road Junction

PRESENT:

BIDS AND AWARDS COMMITTEE (BAC):

ENGR. WINSTON L. SAPAL	-	Chairperson
MS. JOCELYN A. PLAZOS	-	Vice-Chairperson
ENGR. GRACE M. MARTINEZ	-	Member
ENGR. FRANKLIN G. MENOR	-	Member
MR. GLENN C. TORSIENDE	-	Member

TWG:

VENANCIO E. VILLARMA, JR.
JASPER LEY O. OCHIA

END USER:

LESTER-J L. ROSARIO

SECRETARIAT:

JOSEPHINE B. SABANDO

The **Meeting** was called to order at **10:15 a.m. of March 22, 2021, held at MCWD BAC Room presided by the Chairperson, Engr. Winston L. Sapal** for the Pre-bid Conference of PR#20-05-0287 – 2nd Rebidding - Furnishing of Materials, Labor, Tools & Equipment for the Replacement of Existing 400mmØ Steel Transmission Mains to 400mmØ Ductile Iron Pipes and Fittings From Tanuel Pumping Station to SPDA Road Junction.

The Chairperson started the conference by welcoming everyone.

The Vice-Chairperson Jocelyn A. Plazos acknowledged the BAC members, TWG representatives, End User, LWUA and ADB Consultants and bidders' representatives. The Vice-Chairperson mentioned that this project was published on PhilGEPS with a reference no. 7531875 on March 10, 2021 with a closing date of April 19, 2021 at 10:00 a.m. amounting to One Hundred Twenty Four Million Seven Hundred Sixty Thousand Pesos (PhP124, 760,000.00) and also it was posted at MCWD Website www.metrocotabatowd.gov.ph. It was published in a national circulation of *Manila Bulletin* on March

17, 2021 and in local circulation of *The Mindanao Cross* on March 13, 2021. The letter of invitation were sent to various NGO's to be observers of the Pre-bid Conference. They were the following:

- Ms. Fatima M. Abas, CPA - President, PICPA, Cotabato Chapter
- Ms. Marliezel S. Caballero, CPA - State Auditor III, COA XII
- Atty. Eugenio U. Soyao - Preisident, Cotabato Chamber of Commerce & Ind.
- Engr. Ibrahim K. Ibrahim - President, PICE, Cotabato Chapter

The Chairperson requested the bidders who participated via zoom to introduce themselves, they were the following:

- Michael Sicat – M.E. Sicat Construction
- Marvin Z. Abarquez - M.E. Sicat Construction
- Liezel Garcia - M.E. Sicat Construction
- Mike Luakian - M.E. Sicat Construction
- Robert Joseph Tan - M.E. Sicat Construction
- Kristel Gale R. Cornel – TGV Builders, Inc.
- Marishka Villota – TGV Builders, Inc.
- Joey Pastoril – Rex E. Morales Construction
- Emil Daudie –Rex E. Morales Construction

The Chairperson also acknowledged the active support and participation of Capacity Development Technical Assistance (CDTA)/ ADB consultant representatives, they were the following;

- Engr. Renato Ong
- Ms. Maria Rosario Anyog

I. BUSINESS MATTERS:

- **PR#20-05-0287 – 2nd Rebidding FURNISHING OF MATERIALS, LABOR, TOOLS & EQUIPMENT FOR THE REPLACEMENT OF EXISTING 400MMØ STEEL TRANSMISSION MAINS TO 400MMØ DUCTILE IRON PIPES AND FITTINGS FROM TANUEL STATION TO SPDA ROAD JUNCTION**

The BAC Chairperson mentioned that the funding source of this project is the Asian Development Bank (ADB) through Loan No. 3389-PHI with an identification number of the contract is WDDSP-MCWD-OCB-CW12.

The BAC Chairperson explained only the following provisions of the bidding documents particularly on the Bid Data Sheet (BDS) since it was confirmed by the prospective bidders that they had previously joined a government competitive bidding, hence they are familiar on requirements stipulated in the standard Philippine Bidding Documents for infrastructure., to wit;

- ITB Clause No. 5.4, *for this purpose, similar contracts shall refer to contracts which have the same major categories of work: pipelaying of 400mmØ Ductile Iron Pipe or 100mmØ – 300mmØ UPVC Pipes or greater diameter, provided that its total cost is at least 50% of*

the ABC. It is a completed government or private similar contract supported with Certificate of Acceptance from the procuring agency.

- ITB Clause 12.1.a (v) PCAB License Category B – Medium A (General Engineering – Water Supply).
- ITB Clause 12.1(b)(ii.2) The bidder shall have minimum relevant experience in water supply system as to its key personnel.
- ITB Clause 12.1(b)(iii.3) Minimum major equipment requirements stated in the bidding documents must be supported by related documents as to its purchase and proof of ownership or rented equipment to be used in project construction.
- ITB Clause 13.2(a) and (b)-*The ABC is PhP. 124, 760,000.00. Bid that exceeds the ABC will not be automatically rejected. Detailed price analysis will be carried out.* The bidders must provide all necessary justification if their bids will exceed the ABC and shall be carefully evaluated by MCWD BAC and Technical Working Group subject for the approval of LWUA and ADB.
- ITB Clause 17.1- *Bids will be valid within one hundred twenty (120) calendar days from receipt of bids on April 19, 2021 up to 17 August 2021.* A validity period below this number of days shall be grounds for disqualification.
- ITB Clause 18.1 and 18.2 – *The bid security shall be in the form of any of the following forms: The amount of not less than PhP2,495,200.00, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit.* Bid securing declaration is not allowed. It should be valid until 16 September 2021. A validity period prior to this date shall be grounds for disqualification
- ITB Clause 20.3- *The bidder shall submit the Eligibility and Technical Documents arranged number and tabbed. Each bidder shall submit one (1) original and three (3) copies of the first and second component of its bid.* The bidder shall submit and label its documents Original copy, copy 1, copy 2 and copy 3. The cost of bidding documents for this project is Twenty Five Thousand Pesos Only (PhP25,000.00)
- ITB Clause 28.3. The bidder must considered Covid 19 protocols in the preparation of their Health and Safety measures or plans.

The M.E Sicat Construction raised the question regarding the site inspection if they will be given an invitation for site inspection for them to use as requirements in travel protocols. Engr. Villarma replied that if it is necessary or required by the authorities, MCWD will provide them such document. A Certificate of Site Inspection issued by Metro Cotabato Water District and an affidavit of site inspection, duly signed and notarized in accordance with the form provided in the bidding documents (p 9-27) shall be submitted during bid opening.

The representative from TGV Builders, Inc., inquired about *BDS Clause 12.1 b ix Credit from Universal or Commercial Bank extended in favor of the bidder if awarded the contract for the project in the amount of at least ten percent (10%) of the ABC*. They ask if the bidders are required to include the actual credit line of 10% of ABC in their bid or only when the project is awarded to them. The ADB Consultant explained that it is only a committed credit line issued by a bank. Meaning it's only a commitment of the bank in favor of the bidder if the project is awarded to the particular bidder, so it is included in the submission of bids. The M.E Sicut Construction asks if the bid is more than the ABC, what will be the amount to consider for the credit line of 10%, the bid price or the ABC. The Chairperson then answered, that it is the ABC, as stated in the bidding documents.

The Technical Working Group (TWG) Engr. Venancio E. Villarma, Jr. and Engr. Jasper Ley Ochia discussed about the Technical Specifications and drawings stated in Section VI and VII of the bidding documents.

The Bill of Quantities (BOQ) (Section VIII) was presented by the Chairperson. It has two types of preparation. First type comprises Part-I for Pipelines and Related Civil Works and Part-II General Requirements in which both parts include already in the amount for labor component. While the second type of BOQ's preparation will include breakdown of prices. It elaborates costing for materials and labor components. All work items are the same with the first type. It was also discussed, in case of discrepancies between the amounts, what shall prevail. In page 8-12 of the bidding documents states the following;

- a.) Bid prices in figure and in words, the latter shall prevail
- b.) Total price per item and the unit price for the item as extended multiplied by the quantity of that item, the latter shall prevail
- c.) Stated total price and the actual sum of prices of component items, the latter shall prevail
- d.) Unit cost in the detailed estimate and unit cost in the bill of quantities, the latter shall prevail.

Engr. Rene Ong (ADB Consultant) observed and raised the typographical error particularly page 8-11 of the bidding documents Part II- Special Items. It should be PART II-GENERAL REQUIREMENTS. The Chairperson recognized the said error and manifested that the BAC will issue Bid Supplemental Bulletin to correct the error and subject for the approval of the LWUA and ADB.

The BAC Chairperson asked the ADB Consultant Maria Rosario Anyog particularly on technical specifications if there is a need for a column for the bidder to place "comply" but the latter said that it is no longer needed, it only applies to procurement of goods.

The BAC Chairperson presented the timeline of the project as shown below:

**PROCUREMENT TIMELINE
WDDSP-MCWD-OCB-CW12**

Stage	Activities	Date and Time
1	Pre-Procurement Conference (before posting)	
2	Posting in PhilGEPS and TWD Website (not less than 7 days)	
	Published Date (after posting)	March 09, 2021
	Availability of Bidding Documents (from 1st day of posting and before deadline for bid submission)	March 9, 2021 to April 19, 2021

	Pre-Bid Conference (at least 12 days before the deadline for bid submission)	March 22, 2021
	Deadline for Queries (at least 10 days before the deadline for bid submission)	April 05, 2021
	Supplemental Bid Bulletin (posting and issuance at least 7 days before bid submission)	April 12, 2021
3	Submission and Opening of Bids (at least 28 days after Published Date)	April 19, 2021
4	Bid Evaluation (at least 7 days)	April 26, 2021
	Submission of additional requirement by LCB (not more than 5 days from receipt of notice)	May 03, 2021
5	Post Qualification (7 days to 45 days maximum)	May 18, 2021
6	Approval of BAC Resolution by HoPE (15 days maximum)	May 25, 2021
7	Issuance of ADB's No Objection Letter	June 01, 2021
8	Issuance of Notice of Award and Draft Contract (within 3 days from NOL)	June 04, 2021
9	Submission of Performance Security Contract Preparation and Signing (10 days from receipt of NOA)	June 14, 2021
10	Approval of Contract by Higher Authority (20 to 30 days); if required	July 05, 2021
11	Issuance of NTP (7 days from approval of contract)	July 12, 2021
	Bid Validity (120 calendar days from receipt of bid)	August 17, 2021
	Bid Security (30 days more than bid validity)	September 16, 2021

The BAC Chairperson asked the ADB Consultant if Rex E. Morales Construction needs to re-purchase the bidding documents. The ADB Consultant leaves the matter to MCWD to decide on it. But the ADB Consultant suggests that Rex E. Morales Construction will only pay for the part where there are changes and only for the cost of reproduction will be charged on them.

M.E. Sicat Construction asks if they have to place page number as in the bidding documents order. The BAC Chairperson replied that the bidding documents should be numbered and tabbed in the order as presented.

Lastly the Chairperson requested the ADB Consultants to give some reminders and messages for the BAC and the prospective bidders.

Engr. Rene Ong manifested that he is hopeful that this time the bidding will be successful and that the prospective bidders will be able to comply all the requirements. This conference was presented simple and understandable.

Ms. Maria Rosario Anyog gave instruction to the prospective bidders that the documents that are required in the first envelope should be place in the first envelope. It will not be accepted if the bidder will reason out that a required document is in the second envelope. Such instances will sometimes delay the bidding process and put the BAC in difficulties to resolve the issue.

The ADB representative reminded the MCWD-BAC that the posting of the Pre-Bid Conference Minutes of the Meeting is no longer required to post. However, the MCWD BAC opted to post the minutes of the meeting in the MCWD website on March 26, 2021.

There having no other matters to be discussed, the meeting was adjourned at 11:55 a.m.

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CERTIFICATION

I hereby certify to the correctness of the above transcription of the minutes of the Pre-bid Conference of PR#20-05-0287 – 2nd Rebidding - Furnishing of Materials, Labor, Tools & Equipment for the Replacement of Existing 400mmØ Steel Transmission Mains to 400mmØ Ductile Iron Pipes and Fittings From Tanuel Pumping Station to SPDA Road Junction.

Prepared by:


ROSALIE JUNGCO-DELA CRUZ
BAC Secretariat Head

CERTIFIED CORRECT:


BAC Members:


MS. JOCELYN A. PLAZOS


ENGR. FRANKLIN G. MENOR

Technical Working Group:


ENGR. JASPER LEY J. OCHIA


ENGR. GRACE R. MARTINEZ


MR. GLENN C. TORSIENDE


ENGR. VENANCIO E. VILLARMA, JR.

End User:


ENGR. LESTER J. L. ROSARIO

Attested:


ENGR. WINSTON L. SAPAL
BAC - Chairperson