



Republic of the Philippines

**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Region XIII (CARAGA REGION)**

MATIMCO Bldg., Km. 4, Libertad, Butuan City

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BIDS AND AWARDS COMMITTEE

**MINUTES OF THE PRE-BID CONFERENCE HELD ON AUGUST 20, 2018 AT 2:11PM
IN THE LGRRRC, DILG RO XIII, LIBERTAD, BUTUAN CITY**

I. ATTENDANCE

(Please see attached attendance sheet)

II. PRELIMINARIES

Quorum having been determined by the Head BAC Secretariat, Atty. Emildan M. Gastardo called the meeting to order at 2:11PM and BAC Chairman, Mr. Ray Gregory F. Jaranilla presented the agenda to the body.

III. AGENDUM

- Presentation of the remaining program of works on the Construction of the LGRRRC-DILG Building; and
- Address initial questions / issues arising from presentation.

IV. DISCUSSION / HIGHLIGHTS / AGREEMENTS

The agendum was to present and address the remaining program of works on the Construction of the LGRRRC-DILG Building.

Having determined quorum and acknowledged the attending observers and possible bidders, Mr. Jaranilla gave the project overview and Engr. Jesreel T. Yañez, Project in-Charge presented the particulars of the remaining program of works.

Mr. Jaranilla opened the floor for any clarificatory questions and/or issues. The same with their corresponding responses as follow:

Rowies Construction

Do all documents need to be certified true copy?

Mr. Ray Gregory F. Jaranilla, BAC Chairperson

Documents that will be submitted should be three (3) copies, one (1) original copy and two (2) machine-copies (certified true copy). If an original cannot be secured, we will accept three (3) certified true machine-copies of documents that will be submitted.

47 *Rowies Construction*

48 Is it necessary for the bidders to conduct a site inspection?

49

50 *Mr. Ray Gregory F. Jaranilla, BAC Chairperson*

51 Site inspection is not required, though we are open to accommodating prospective bidders
52 to it so they may assess the remaining program of works. Prospective bidders may
53 coordinate with Engr. Jesreel T. Yañez for such request.

54

55 *Polinar Builders*

56 Is there already a Sprinkler System installed?

57

58 *Engr. Yañez, Project in-Charge*

59 The 2nd floor of the LGRRC-DILG Building already has its Sprinkler System installed. The
60 3rd floor and parking area has yet to be installed; Electrical layout is also already installed
61 in the 2nd floor.

62

63 *JM Lacorte Construction*

64 Any ground improvement included?

65

66 *Engr. Yañez, Project in-Charge*

67 The only one included is the office for the Patrol 117/911, which needs finishing.

68

69 *JM Lacorte Construction*

70 Is there an existing power and water supply?

71

72 *Engr. Yañez, Project in-Charge*

73 Yes, there is already power and water supply.

74

75 *Mr. Ray Gregory F. Jaranilla, BAC Chairperson*

76 Are there any changes to RD's Office?

77

78 *Engr. Yañez, Project in-Charge*

79 Yes, there are some changes. Originally, RD's quarters is located at the far back then the
80 conference room, and office after that. Changes includes a door connecting RD's quarters
81 to the conference room, and swapping the conference room with RD's office.

82

83 *JM Lacorte Construction*

84 Where are we allowed to place a temporary facility for the contractor?

85

86 *Engr. Yañez, Project in-Charge*

87 The parking area is available for such use, however we prohibit cooking anywhere within
88 the premises.

89

90 *Ms. Jocelyn C. Jayoma, BAC Member*
91 Who will cover the expenses for power and water consumption?

92
93 *Engr. Yañez, Project in-Charge*
94 The contractor will pay for it.

95
96 *Polinar Builders*
97 Is there a preference on how the documents need to be sealed?

98
99 *Mr. Ray Gregory F. Jaranilla, BAC Chairperson*
100 Referring to the "Sealing and Marking of Bids" clause in the bidding document, the
101 bidders shall enclose their original eligibility and technical documents in one sealed
102 enveloped marked: "ORIGINAL – TECHNICAL COMPONENT," and the financial
103 component in another sealed envelope marked "ORIGINAL – FINANCIAL
104 COMPONENT," sealing them all in an outer envelope marked "ORIGINAL BID."

105
106 Mr. Jaranilla offered the official DILG website where the prospective bidders may
107 view and download the bidding documents, and reminded everyone of the PhP10,000.00
108 price of the same.

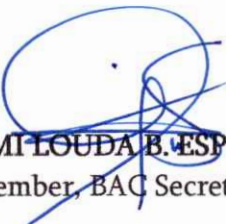
109
110 **V. Other Matters**

111
112 ▪ NONE

113
114 **VI. ADJOURNMENT**

115
116 With no other matters to discuss, the Chair declared the meeting officially
117 adjourned at 2:45PM.

118
119
120 I hereby certify to the veracity of the foregoing minutes.


121
122
123 **IMI LOUDA B. ESPINA**
124 Member, BAC Secretariat

125
126
127
128 *Noted*
129
130
131 **ATTY. EMILDAN M. GASTARDO**
132 Head, BAC Secretariat

Approved
131 **RAY GREGORY F. JARANILLA**
132 BAC Chairperson

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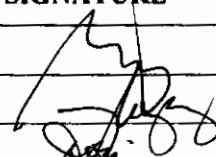
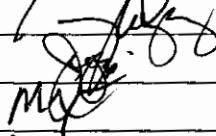
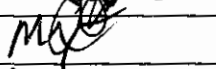


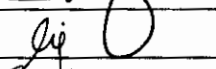
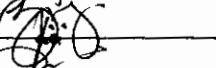

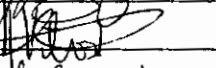
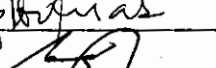
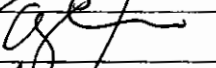





Regional Bids and Awards Committee

ATTENDANCE SHEET

Title of Activity: PRE-BID CONFERENCE FOR THE "CONSTRUCTION OF LGRC-
DILG REGION XIII BUILDING "

Date: 20 AUGUST 2018

Time: 2:11 PM

| NAME | OFFICE | DESIGNATION | SIGNATURE |
|--------------------------|---------------------|---------------|---|
| RAY GREGORY F. JARAQUILA | DILG XII | BAC chair |  |
| JESPEREV B. YANEZ | DILG XIII | |  |
| Jocelyn C. Sayona | DILG | BAC member |  |
| MARILOU AULTOR-SALIDO | DILG XIII | TWG |  |
| Elenita S. Mandap | DILG XIII | TWG |  |
| MM C. DIAZ | EDDMS | M Div |  |
| ROD T. ADDONA | ROWIES CONSTRUCTION | butuan city |  |
| IVY S. ENOT | ROWIES CONSTRUCTION | butuan city |  |
| BRED X. XROY | ETP BUILDERS | butuan city |  |
| Antonio Maxilom | JMLacorte Const. | Bayugan City |  |
| Glena Jane P. Pulman | DILG-XIII | BAETWG member |  |
| Cherry N. Vitor | DILG-XIII | TWG |  |
| EMMILOU P. SURBAS | DILG XIII | TWG |  |
| Edgardo T. Cubillas | DILG XIII | free end user |  |
| Emildon M. Gastardo | DILG XIII | legal officer |  |
| ANNABEL F. YONGSOO | DILG ROA | PA C O C |  |

