



Republic of the Philippines
Department of Education
 DIVISION OF SOUTH COTABATO

MINUTES OF THE MEETING

Name of Event : **Pre-Bid Conference for the project Electrification of SHS School Buildings under CY 2019 BEFF Batch 2 and CY 2018 BEFF Savings**

Date : October 2, 2019, 2:00pm

Venue : BAC Office

Reference : PhilGEPS Reference no. 6491277

Presiding : Fe L. Sepaya, Ph.D.

Attendance : Fe L. Sepaya, Ph.D. BAC Chairperson
 Hermie M. Jarra BAC Member
 Atty. Irelan B. Ditchon BAC Member
 Rosmie P. Salada BAC Member
 Engr. Ronald B. Panimbatan BAC TWG/Program Holder
 Engr. Nelson Basco DepEd RO12 Representative
 Mary Jane C. Sunga BAC Secretariat Chairperson
 Madona B. Torre BAC Secretariat Member
 Roan O. Olayta Representative-Power Dimension, Inc.
 Avelino Zambrano Representative- Kupler Industries., Inc.
 Elvin R. Cagas Representative- RC CAPA Eng'g. Works
 Don M. Ramirez Representative- RC CAPA Eng'g. Works
 Jun Leynes Representative- RC CAPA Eng'g. Works
 Grace Espongja Representative- Triple Z Merch. & Elect
 Marilou Gamosa Representative- Triple Z Merch. & Elect.
 Jeofel Mabilog Maqueserg Const. & Gen. Mdse.
 Engr. Edgar C. Farrales Maqueserg Const, & Gen. Mdse.
 John Alvin Embalzado 3K'S Ind. Maint. & Services, Inc.

Absent : Henry A. Cano BAC Vice Chairperson (OB)
 Ronald Jim S. Somera BAC Member (OB)
 Joven Ryan G. Malida BAC Member (OB)

Time : 2:00p.m

Agenda	Highlights of the Discussion	Issues and Concerns	Agreements
	<p>The meeting commenced with a prayer led by Ms. Jarra.</p> <p>Ms. Sunga was requested to do the roll call of attendees. BAC Members, BAC TWG and BAC Secretariat Members were introduced and all bidders were acknowledged.</p>		

SDOSC-OSDS-DIO-MoM-v1.0r0.0,effective09/24/2019





Republic of the Philippines
Department of Education
 DIVISION OF SOUTH COTABATO

	<p>Of seven (7) BAC Members, four (4) were present. The Chairperson declared the meeting in quorum and ready to transact official business.</p>		
<p>Pre-bid Conference</p>	<p>The Chairperson, Dr. Sepaya read the Invitation to bid.</p> <p>Engr. Panimbatan, the Program Holder gave brief information of the project. He explained that the plans and the program of works are already included in the bidding documents. He said that the Program of Works (POW) was prepared by Engr. Basco, the electrical engineer of DepEd Regional Office 12.</p> <p>Engr. Panimbatan informed the contractors that the DepEd allocated sufficient amount for the permits and SOCOTECO requirements. He advised bidders/contractors to process permits as soon as they get the award for the project.</p> <p>Engr. Basco discussed with the bidders the detailed estimates.</p> <p>For Tupi NHS, there are 6 classrooms to be wired.</p> <p>Clarifications raised on the specifications:</p> <ol style="list-style-type: none"> 1. Mr. Olayta of Power Dimension, Inc. asked clarification on the Transformers for CNHS because in the Plan, 50KVA is indicated while 75KVA in the BOQ 	<p>There is a discrepancy on the specification of the Transformer in the plan and POW/BOQ for Cebuano NHS</p>	<p>The plan will prevail. A Bid Bulletin will be issued to clarify/amend the specification of three (3) sets transformers in the BOQ from 75KVA to 50KVA</p>

SDOSC-OSDS-DIO-MoM-v1.0r0.0, effective 09/24/2019



Alunan Avenue, Koronadal City, South Cotabato 9506



south.cotabato@deped.gov.ph

☎ 228-3801/7799

📠 083-228-3801



www.depedsouthcotabato.org



Republic of the Philippines
Department of Education
DIVISION OF SOUTH COTABATO

	<p>2. Mr. Olayta also asked clarification on wires for CNHS, because in the plan 14 mm² and 30mm² wires were indicated but in the BOQ, there is only 8mm² wire</p> <p>Engr. Basco explained that the 8mm² is for service entrance, for classrooms with re-winding. For 14mm and 30mm, Engr Basco explained that there are buildings with higher requirement.</p> <p>Engr. Panimbatan explained that in the POW the wires include 100, 200, and 8mm². The 14mm² and 30mm² were just considered in the plan in order to compute the total load.</p> <p>Atty. Ditchon read the Checklist of Requirements for bidders.</p> <p>He reminded contractors on the PRC licenses of their personnel which must be updated.</p> <p>Ms. Espongja from Triple Z Merchandising & Electrical Services asked whether bid securing declaration is allowed as bid security.</p> <p>On the requirement for PCAB License, Atty. Ditchon emphasized that the contractors PCAB must have electrical works.</p>	<p>There is a discrepancy on wires indicated in the plan and in the BOQ</p>	<p>To be included in the Bid Bulletin: If there is discrepancy between Plan and POW, POW will prevail.</p> <p>Contractors to follow/use the wires indicated in the POW: 100, 200, and 8mm².</p> <p>Bid Securing Declaration is allowed as a form of bid security.</p> <p>PCAB Licenses of contractors must have specialty on electrical works.</p>
--	--	---	---

SDOSC-OSDS-DIO-MoM-v1.0r0.0,effective09/24/2019



Alunan Avenue, Koronadal City, South Cotabato 9506



south.cotabato@deped.gov.ph

☎ 228-3801/7799

📠 083-228-3801



www.depedsouthcotabato.org



Republic of the Philippines
Department of Education
DIVISION OF SOUTH COTABATO

	<p>On envelope system and proper sealing and marking of the envelopes, Dr. Sepaya explained that each lot must have 2 envelopes, the eligibility and technical components and the financial components.</p> <p>Each item must be earmarked for ease of checking and envelopes must be properly sealed.</p> <p>Dr. Sepaya advised contractors to refer their queries and clarifications to BAC Secretariat.</p> <p>Engr. Farrales of Maqueserg Construction & Gen. Mdse. asked if SOCOTECO has requirements for bidders/contractors on works from tapping pole to transformer pole and whether they allow contractors to install structures.</p> <p>Engr. Basco advised contractors to do courtesy call to the electric cooperative.</p> <p>Mr. Olayta asked whether delays in the processing of the permits after NTP are included in 90days.</p> <p>Engr. Panimbatan said that if there are uncontrollable circumstances and valid reasons for delays, contractors will just have to request for extension.</p> <p>On the required documents from the school/principal, Engr. Panimbatan reiterated that they have allocated sufficient amount</p>		<p>Contractors have to request first for staking then compare and coordinate with DepEd for whatever discrepancy.</p>
--	---	--	---

SDOSC-OSDS-DIO-MoM-v1.0r0.0, effective 09/24/2019



Alunan Avenue, Koronadal City, South Cotabato 9506

☎ 228-3801/7799

📠 083-228-3801

🌐 www.depedsouthcotabato.org



south.cotabato@deped.gov.ph



Republic of the Philippines
Department of Education
DIVISION OF SOUTH COTABATO

	<p>for the contractor to process and obtain the required permits from the LGU/BFP and SOCOTECO.</p> <p>Engr. Panimbatan advised the contractors to visit the LGU, BFP and SOCOTECO before they prepare or submit their bid.</p> <p>Mr. Olayta asked when to submit billing for mobilization, whether upon receipt of NTP.</p> <p>Engr. Panimbatan said contractor may submit billing for mobilization upon receipt of NTP, the request for advance payment must be accompanied by a surety bond or bank guarantee.</p> <p>Dr. Sepaya gave her assurance to the contractors for a fast and easy payment if required documents submitted by contractors are complete.</p> <p>Mr. Olayta asked for the location of transformers.</p> <p>Engr. Panimbatan advised the contractors to personally visit the project sites.</p> <p>Engr. Farrales asked whether site inspection is required.</p> <p>Engr. Panimbatan said that contractors may submit certificate of site inspection, but its absence will not be a ground for disqualification.</p>		<p>Submission of documents for payments shall be at the Records Section.</p> <p>Site Inspection certificate is not required.</p>
--	---	--	--

SDOSC-OSDS-DIO-MoM-v1.0r0.0,effective09/24/2019



Alunan Avenue, Koronadal City, South Cotabato 9506



south.cotabato@deped.gov.ph



228-3801/7799



083-228-3801



www.depedsouthcotabato.org



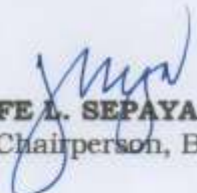
Republic of the Philippines
Department of Education
DIVISION OF SOUTH COTABATO

	<p>Dr. Sepaya advised the contractors to follow the requirements in the checklist.</p> <p>Dr. Sepaya in her closing message thanked everyone for their presence.</p> <p>There having no clarifications and other matters to be discussed, the pre-bid conference adjourned at 3:10pm.</p>		
--	---	--	--

Prepared by:


MARY JANE C. SUNGA
BAC Secretariat Chairperson

ATTESTED:


FE L. SEPAYA, PH.D
Chairperson, BAC-PB

SDOSC-OSDS-DIO-MoM-v1.0r0.0, effective 09/24/2019



Alunan Avenue, Koronadal City, South Cotabato 9506

☎ 228-3801/7799

🏠 083-228-3801

🌐 www.depedsouthcotabato.org



south.cotabato@deped.gov.ph