



Republic of the Philippines  
**Department of Education**  
 REGION XII  
 SCHOOLS DIVISION OF SOUTH COTABATO

**MINUTES OF THE MEETING**

Name of Event: **PRE-BID CONFERENCE- REPAIR AND REHABILITATION OF SCHOOL BUILDING AND SCHOOL ELECTRIFICATION UPGRADING**

Date: **November 24, 2021**

Venue: **BAC Office and Via Zoom Teleconferencing (Online)**

Reference: None

Presiding Officer: **JASMIN P. ISLA**  
 ASDS/BAC CHAIRPERSON

Time: **10:13 a.m.**

Attendance:

1. JASMIN P. ISLA, BAC Chairperson
2. LALAINE SJ. MANUNTAG, BAC Vice Chairperson
3. DAISY I. DARROCA, BAC Member
4. ANA P. FACURA, Alternate BAC Member
5. RONALD JIM SOMERA, Alternate BAC Member
6. KIER ALELI PANTALIANO, BAC Secretariat
7. MARK LESTER CASPILLO, BAC Secretariat
8. IRA KEVIN OREGANO, BAC Secretariat
9. ENGR. RONALD B. PANIMABATAN, Program Holder
10. ENGR. EFREN BASCON – RDO Electrical Engr.
11. ENGR. MONIQUE DOCTOLERO – SDO Engr.
12. RC CAPA Engineering Works and Construction
13. CCO Engineering Construction & Supply

Agenda	Highlights of the Discussion	Issues and Concerns	Agreements
<b>I. Preliminaries</b>	Prayer was led by Alternate BAC Member Daisy Darroca followed by roll call of participants by BAC Secretariat Kier Aleli Pantaliano and BAC Chairperson Jasmin P. Isla then declared the meeting in quorum.	N/A	N/A
<b>II. Reading and Consideration of the previous minutes</b>	N/A	N/A	N/A
<b>III. Presentation of Agenda</b>	Presiding Officer (PO) Jasmin P. Isla presented the following agenda:	N/A	N/A

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	<p>a.) Pre-Bid conference on Repair and Rehabilitation of Six Classrooms School Building at San Jose ES, Banga, South Cotabato; and</p> <p>b.) School Electrification Upgrading at Tampakan NHS</p>		
<p><b>IV. Business Proper</b></p> <p>a) Pre-Bid conference on Repair and Rehabilitation of Six Classrooms School Building at San Jose ES, Banga, South Cotabato.</p> <p>b) School Electrification Upgrading at Tampakan NHS;</p>	<p>Engr. Ronald Panimbatan presented the specifications on Lot 1 Repair and Rehabilitation of Six Classrooms School Building at San Jose ES, Banga, South Cotabato, total amount on ABC is Php 2, 115,777.04 with 90 calendar Days Contract Duration including Saturdays, Sundays and holidays.</p> <p>He also presented the specifications on Lot 1 School Electrification Upgrading at Tampakan NHS, Tampakan, South Cotabato, total amount on ABC is Php 2, 752, 186.87 with 90 calendar Days Contract Duration.</p> <p>General requirement was read by Engr. Panimbatan and he put emphasis that it is needed to be</p>	<p>John Rey asked on the materials to be use for the steel roofing of the building.</p> <p>Engr. Panimbatan said, according to the program of works, to use the existing steel roofing and change other steel roofing if needed.</p>	

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	<p>considered on the two projects.</p> <p>Ms. Pantaliano presented the checklist of technical and financial documents of Repairs and Electrification under the civil and electrical works, and continued later on by BAC Chairman Jasmin P. Isla. It includes the following:        -Legal Documents        -Technical Documents</p> <p>She emphasized the original copy of notarized Bid Securing Declaration, and organizational chart for the contract to be bid.        -Financial Component Envelope        She put emphasis on the Original of duly signed and accomplished Financial Bid Form.</p> <p>She added on the checklist under the financial component envelope:        (s) Electronic Copy of Detailed Estimates</p> <p>She also instructed Ms. Pantaliano to include on the Legal Document:        (d) Electronic copy of bill of Quantities save in a flash Drive to be place on the original envelop, and that they will secure an extra</p>		
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	<p>copy for future reference. Will return the flash drive after the opening of the BID Docs.</p> <p>In addition, in case of electronic submission, potential bidders may email provided that Financial Component Envelop is password protected.</p> <p>Bid documents are readily available. Worth of each Bid Docs is Php 5,000 each, payment may be through bank deposit and secure a copy of receipt as proof of payment.</p> <p>Site inspection is not necessary, potential bidders should check and visit the location (San Jose ES and Tampakan NHS) prior to placement of Bid.</p> <p>Dropping of Bid Documents is on December 6, 2021 (Monday) at 10:00am including electronic documents.</p> <p>Ms. Chairman extended her word of thanks to all the members who are present.</p>		
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<b>V. Closing</b>	N/A	N/A	The meeting was moved to close by BAC Chairman Isla at 11:04am.
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Prepared by:

**KIER ALELI PANTILLANO**  
ADAS II, BAC Secretariat

ATTESTED

  
**JASMIN P. ISLA**

BAC Chairman/ Presiding Officer

CDMF/MoM-Pre Bid Conference  
/November 24, 2021

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