



Republic of the Philippines
DON HONORIO VENTURA STATE UNIVERSITY
Villa de Bacolor, Pampanga

PRE-BID CONFERENCE

Supply, Delivery and Installation of Transformers, Concrete Poles and Electrical Line Hardware for Senior High School Building 2, Academic Building and Open Covered Court at Extension Lot and Rehabilitation of the Electric Line and the Pole of the 3-50kVA Transformers of the University Food Center at CEA Main Building including Transformer Upgrade of the Administration Building at DHVSU Main Campus, Bacolor, Pampanga

ABC: P 8,680,182.88

MINUTES OF THE MEETING
February 18, 2021
BAC Office, University Food Center

Present:

VP Ranie B. Canlas	Chairman, BAC (Goods and Services)
VP Reden M. Hernandez	Vice-Chair, BAC (Goods & Services)
VP Reynaldo C. Nicdao	Member, BAC (Goods & Services)
Mr. Luisito B. Reyes	Member, BAC (Goods & Services)
Dr. Robin B. Dimla	Member, BAC (Goods & Services)
Mr. Joel C. Soto	Provisional Member, BAC (Goods & Services)
Engr. Marvin D. Basea	EUUR
Engr. Edgardo M. Santos	Head, TWG
Engr. Ralph Laurence D. Parungao	Member, TWG
Mr. Antonio B. Mercado	Head, BAC Secretariat (Goods and Services)
Dr. Juris C. Ponio	Member, BAC Secretariat (Goods and Services)
Mr. Wendy Cruz	Representative, Power Hope Contractor
Mr. Jhavalid Guadilla	Representative, Danitech Power Systems, Inc.
Mr. Alberto Palomeno	Representative, BMJE Marketing and Electrical...
Mr. Edwin Nucum	Representative, Green Axis Construction

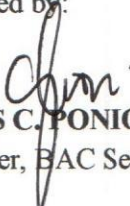
On Official Business/Absent:

1. The conference was called to order at **10:00 a.m.** via Zoom, presided by the BAC Chairman and a quorum was determined by the Head, BAC Secretariat.
2. As confirmed by the Head, BAC Secretariat, as of to date, no supplier purchased bid documents
3. The BAC Chairman acknowledged the presence of the representatives of the prospective bidders: Power Hope Contractor, Danitech Power Systems, Inc., BMJE Marketing and Electrical Services and Green Axis Contractor.
4. The BAC Chair reminded the attendees that the purpose of conducting the Pre-Bid Conference is to discuss the nature of the project, technical specifications and other concerns that may arise during the procurement in reference to GPPB Circular 02-2018.
5. During the meeting, the bidders raised the following concerns and were duly addressed by the TWG and EUUR.
 - a. Bill of quantities
 - b. Accreditation certificate from utility provider will be an additional requirement
 - c. Purchase of bidding document must be done on-site (at the Cashier's office) located at the main campus of DHVSU, Bacolor, Pampanga.
6. The following were also discussed by the BAC Chairman and BAC members:
 - a. The format for the bidding forms (bid form, omnibus sworn statement, contract agreement, bid securing declaration) in the fifth edition of the Philippine Bidding


Documents will still be adopted for the procurement of the above project. Copies of such will be sent via email upon request.

- b. Under *Section II. Instruction to Bidders*, No. 15 (Sealing and Marking of Bids), the procuring entity will be requesting one (1) original and four (4) additional copies of the first and second components of the bid. It is also advisable that documents will be arranged and organized, preferably with tabs/separators.
 - c. Dropping of Bids will be at the Bids and Awards Committee Office, 2nd Floor University Food Center (UFC), DHVSU Main Campus, Bacolor, Pampanga. As a precautionary measure and to give time for disinfection of the submitted bids, submission at least two (2) days before the opening is encouraged. However, bids can still be accepted until March 3, 2020 at 09:29 am.
 - d. Online/electronic submission of bids is not yet permissible.
 - e. Opening of Bids will be on March 3, 2021 at 09:30 AM and proceedings will be streamed via Zoom. Meeting link will be sent to the official email address provided by the participating bidders. However, non-bidders who wish to observe during the opening may send a written request to the procuring entity thru email-DHVTSUBACSECRETARIAT@gmail.com.
 - f. Bidders at any time shall strictly follow the University's standard health and safety protocol as set forth by the National Government thru IATF against Covid-19.
7. A supplemental bid bulletin will be issued to formalize all items and concerns discussed and to include possible amendment and modification on the Technical Specification and other parts of the Bidding Documents (if necessary). The BAC shall issue Supplemental/Bid Bulletin at its own initiative or in response to requests for clarifications made by the prospective bidders before, during and after the conduct of Prebid Conference. Only items addressed in the supplemental bid bulletin will become integral part of the bidding documents.
8. The Minutes of the Pre-Bid Conference will be posted on DHVSU website for transparency purposes.
9. There being no more matters to discuss, the meeting was adjourned at 10:40 am.


Prepared by:


JURIS C. PONIO, Ph.D.
Member, BAC Secretariat

Noted by:


ANTONIO B. MERCADO
Head, BAC Secretariat

Attested by:


RANIE B. CANLAS, MSCpE
Chairman, BAC (Goods and Services)