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4 **University of Southeastern Philippines**
5 *Bids and Awards Committee*
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7 **Minutes Pre-Procurement Conference**
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9 **Project: Completion of School of Applied Economics Building Phase II**
10 Contract No. 2020-12/Infra
11 October 23, 2020 at 3:00 P.M
12 Venue: Via Zoom (829 3336 1466)
13 ABC: PhP. 28,985,507.25
14

15 **Present were:**

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17 **Bids and Award Committee:**

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19 Dr. Emilia C. Pacoy - Chairperson
20 Engr. Eduardo Torrico - Vice Chairperson
21 Dr. Annweda Mina - Member
22 Ms. Estela Magandi - Member
23 Dr. Alma Mae Salinas - Member
24 Dr. Maureen Villamor - Alternate Member
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26 **BAC Secretariat/BAC Staff:**

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28 Ms. Olivia D. Estremos - BAC Secretariat Head
29 Ms. Melanie P. Pagkaliwagan- BAC Secretariat
30 Ms. April Cimafranca - BAC Secretariat
31 Mr. Alfred B. Torre - BAC Staff
32 Mr. Teodorico Tinaco Jr. - BAC Staff
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34 **TWG:**

35 Ar. Ericson P. Europa - PDD Director
36 Ms. Catherine Lora - PDD Draftsman
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38 **End-User:**

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40 Dr. Randy Gamboa - CIC Dean
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50 **A. Proceedings:**

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52 Upon declaration of a quorum, the BAC Chair Dr. Pacoy called the meeting to order
53 at 3:00 in the afternoon. She also acknowledged the presence of the BAC members,
54 BAC Secretariat, TWG and the End-user.

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56 The BAC Chair declared quorum with five (5) BAC Members. BAC Chairman,
57 Dr. Pacoy informed the body that the purpose of the pre procurement is to discuss all
58 aspects of a specific procurement activity of the project which includes the technical
59 specifications, the Approved Budget for the Contract (ABC), the applicability and
60 appropriateness of the recommended method of procurement and the related
61 milestones, the bidding documents, and availability of the pertinent budget release for
62 the project.

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64 *He emphasized that for those projects involving an ABC amounting to more than Two*
65 *Million Pesos (P2 Million), a pre procurement conference is conducted to determine*
66 *the readiness of the Procuring Entity to procure goods and services in terms of the*
67 *legal, technical and financial requirements of the project. More specifically, it ensures*
68 *that the procurement will proceed in accordance with the PPMP and APP, confirms*
69 *the availability of appropriations and programmed budget for the contract, and reviews*
70 *all relevant documents in relation to their adherence to the law. (IRR-A Section 20).*

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72 *1. Ensure that the procurement is in accordance with the PPMP and APP.*
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74 *2. Determine the availability of the appropriations and programmed budget for the*
75 *contract;*
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77 *3. Determine the state of readiness of the pertinent budget release (e.g., ABM or*
78 *SARO);*
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80 *4. Review, modify and agree on the criteria for eligibility screening, and ensure that*
81 *the said criteria are fair, reasonable, and that they are of the “pass/fail” type and are*
82 *written in such manner; (IRR-A Section 20.1.3)*
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84 *5. Review, modify and agree on the criteria for the evaluation of bids/proposals, and*
85 *ensure that the said criteria are fair, reasonable and applicable to the procurement at*
86 *hand;*
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88 *6. Review, modify and agree on the acceptable minimum specifications and other terms*
89 *in the bidding documents;*
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91 *7. Review the PPMP, including the milestones and the method of procurement for the*
92 *procurement at hand;*
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94 *8. Reiterate and emphasize the “no contact rule” during the bid evaluation process,*
95 *and the applicable sanctions and penalties, as well as agree on measures to ensure*
96 *compliance with the foregoing. (Please refer Step 5, Evaluate Bids for a discussion on*
97 *the “no contact rule”.); and ensure that the requirements of the goods and services to*
98 *be procured are in accordance with an Approved Budget Contract (ABC).*

B. Presentation of Technical Specifications

Ar. Europa presented the detailed technical specifications of the **Completion of School of Applied Economics Building Phase II, USEP Obrero Campus, Davao City**. He presented the following technical specifications:

COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
PROJECT DESCRIPTION

- Completion of SAec Building shall cover the construction of a third floor and roof deck, architectural finishing works, electrical roughing-ins and installation of fixtures and panel boards, plumbing roughing-ins and installation of fixtures, installation of fire protection system, and electronic communication works.
- Total ABC – **28,985,507.25**
- Total Estimated Cost – **30,000,000.00**
- Project Duration – **300 Calendar days**

- SITE WORKS
- STRUCTURAL WORKS
 - CONCRETING
 - MASONRY
- FINISHING WORKS
 - CEILING CARPENTRY
 - INTERIOR WALL PARTITIONS
 - INTERIOR PAINTING
 - WATERPROOFING
- ROOFING AND STEEL WORKS
- DOORS AND WINDOWS
- ELECTRICAL WORKS
- ELECTRONICS WORKS
- MECHANICAL WORKS
- PLUMBING WORKS
- SPECIAL EQUIPMENT AND FURNISHING



COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
SCOPE OF WORKS

Note: any damages within the building/project caused by the contractor during construction shall be repaired, replaced, retouched or redone by the contractor.



GENERAL REQUIREMENTS	P	225,000.00
CONSTRUCTION SAFETY	P	150,000.00
SITE WORKS	P	600,000.00
CONCRETE & MASONRY WORKS	P	5,571,246.40
CARPENTRY WORKS	P	753,402.72
FINISHING WORKS	P	359,382.40
DOORS AND WINDOWS	P	2,241,536.14
ROOFING AND STEEL WORKS	P	1,163,521.10
ELECTRICAL WORKS	P	3,477,272.68
ELECTRONICS WORKS	P	1,078,434.42
MECHANICAL WORKS	P	5,269,879.44
PLUMBING WORKS	P	2,066,088.86
SPECIAL EQUIPMENT AND FURNISHING	P	69,440.00
TOTAL DIRECT COST	P	23,075,204.16
TOTAL MARK UP VALUE	P	4,530,040.83
Withholding Tax & VAT (5% of Mark Up + EDC)	P	1,380,262.25
TOTAL INDIRECT COST	P	5,910,303.08
SUB - TOTAL (ABC)	P	28,985,507.25
ADMINISTRATIVE COST (3.5%)	P	1,014,492.75
TOTAL ESTIMATED COST	P	30,000,000.00

COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
ESTIMATES SUMMARY

(TENTATIVE)



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COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
EXISTING CONDITION

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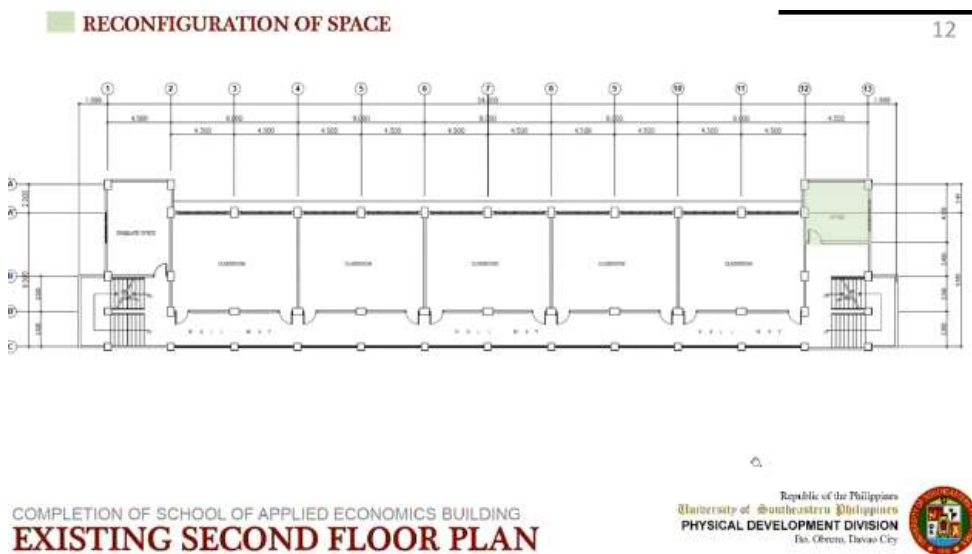
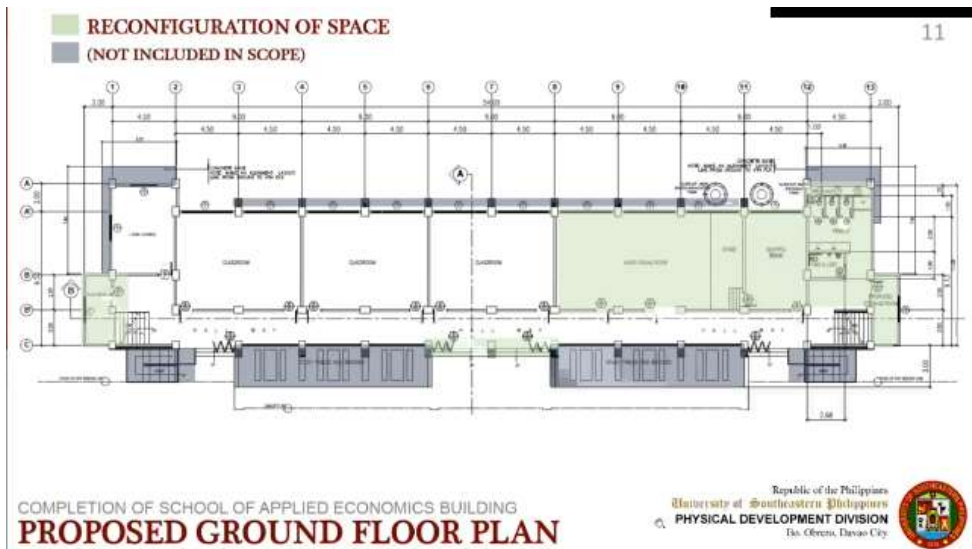
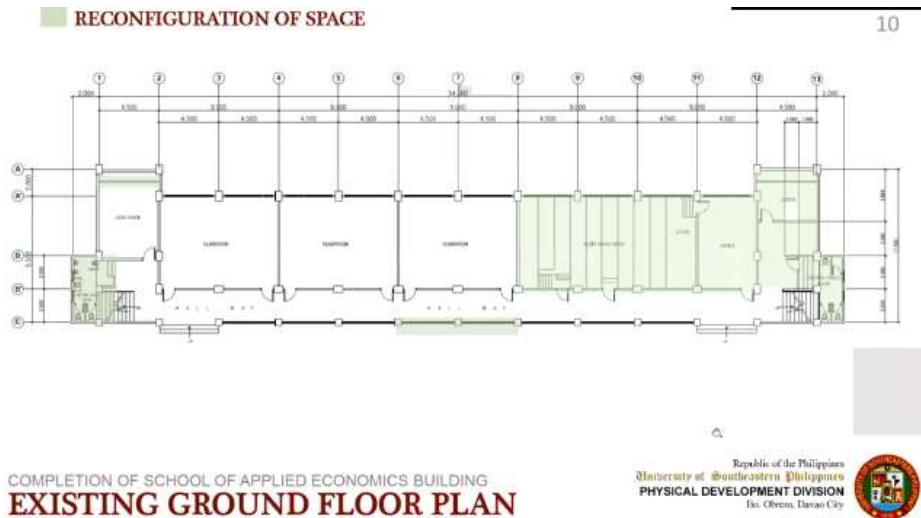



COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
EXISTING CONDITION

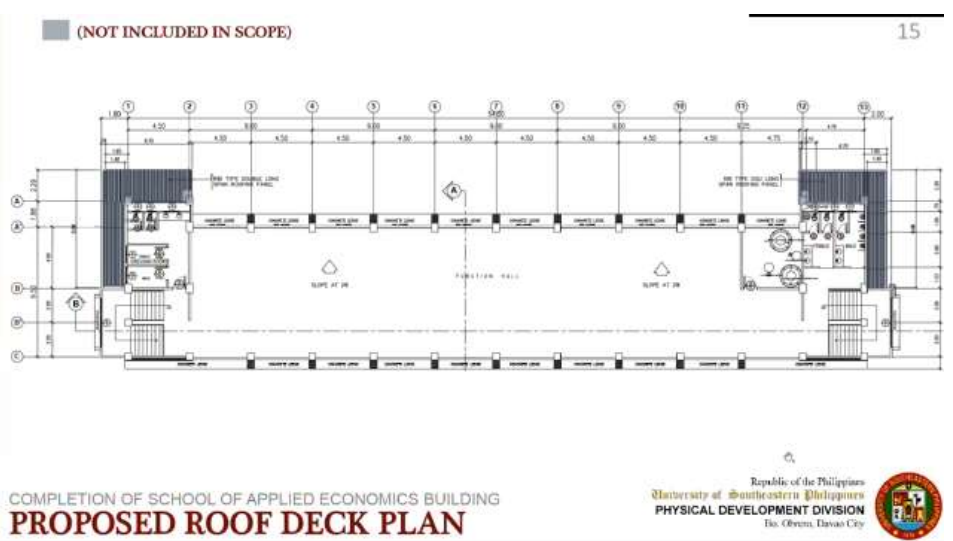
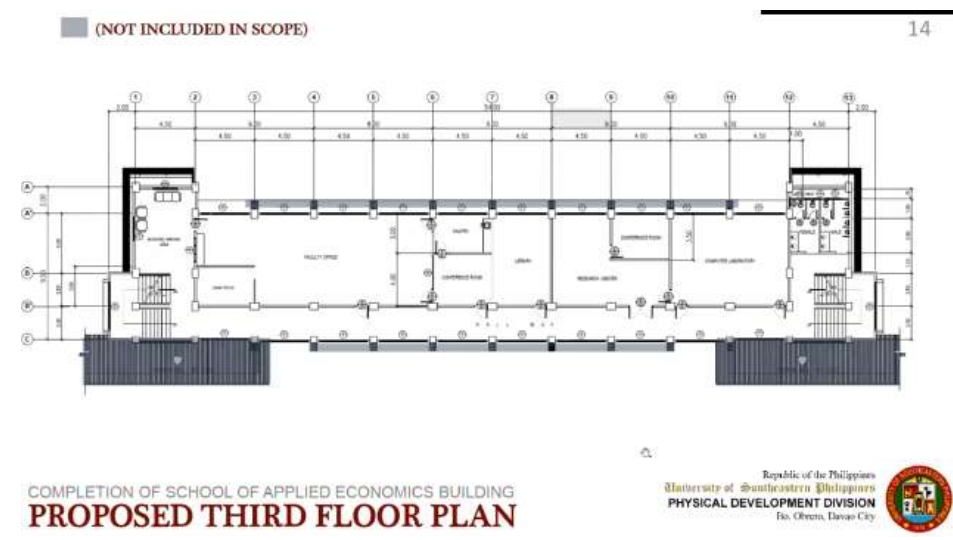
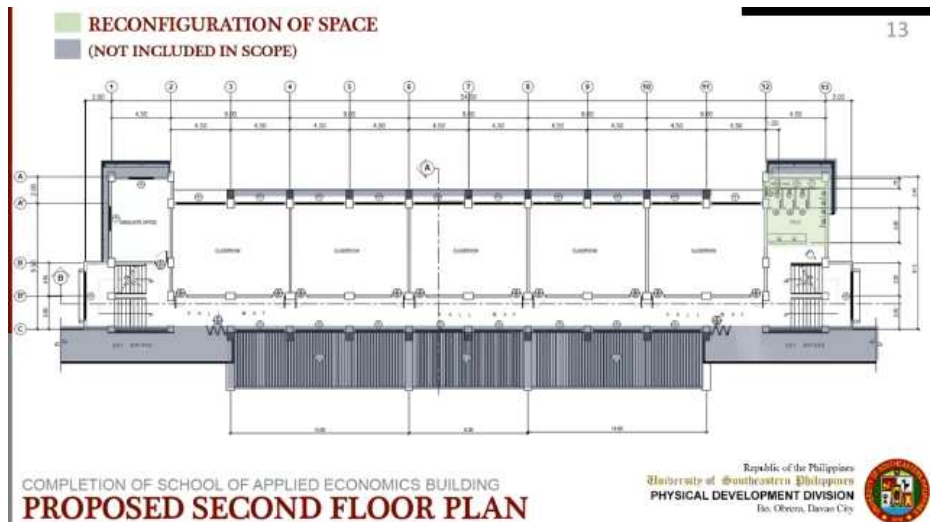
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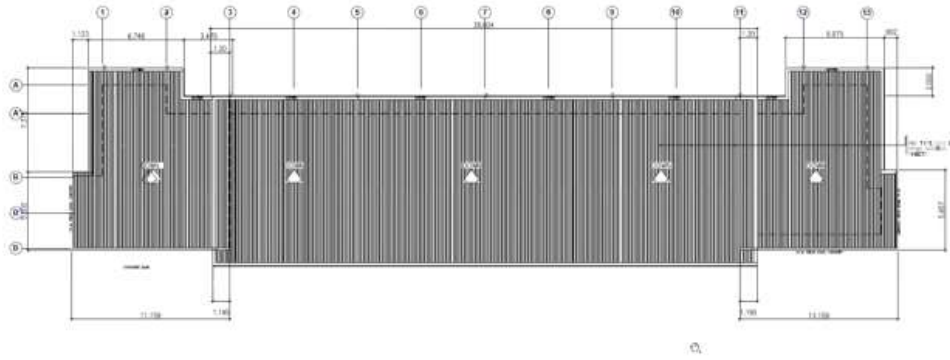
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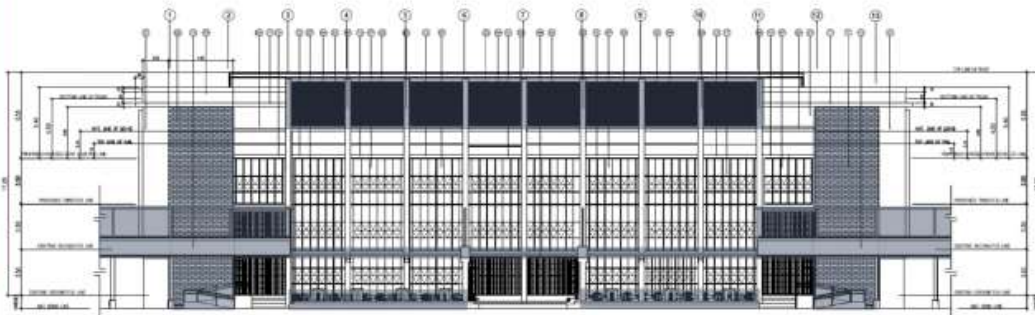


COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
PROPOSED ROOF DECK PLAN



(NOT INCLUDED IN SCOPE)

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COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
FRONT ELEVATION

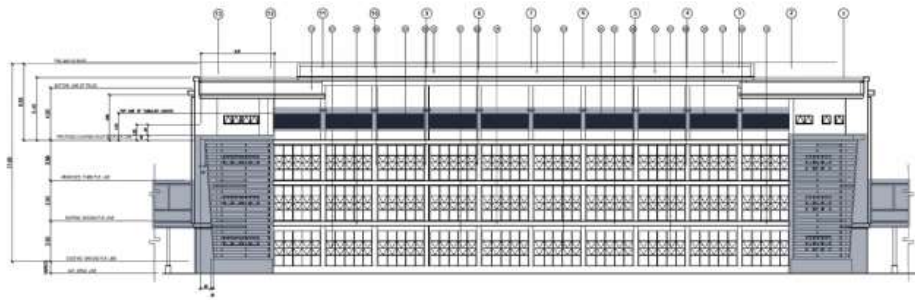


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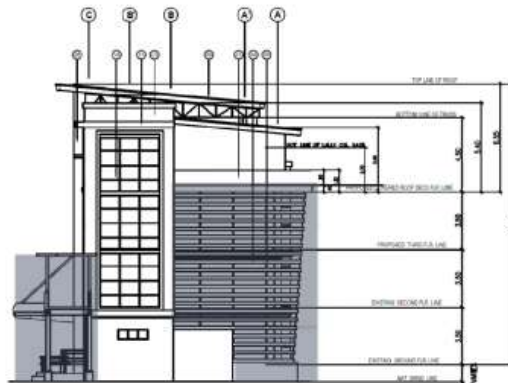
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EXTERIOR PERSPECTIVE



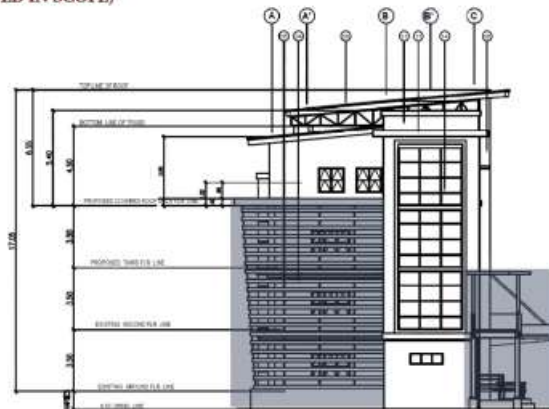
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COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
REAR ELEVATION



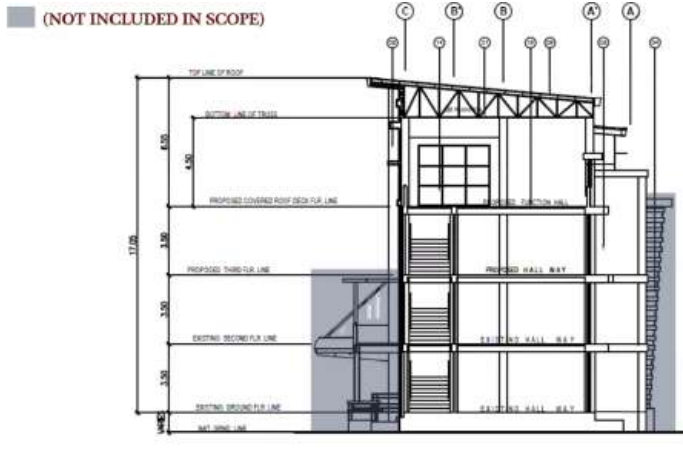
COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
RIGHT ELEVATION



COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
LEFT ELEVATION

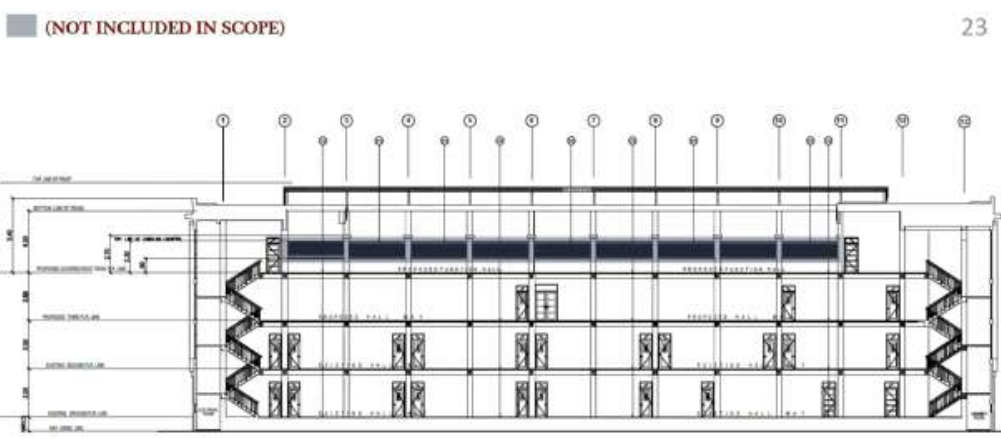


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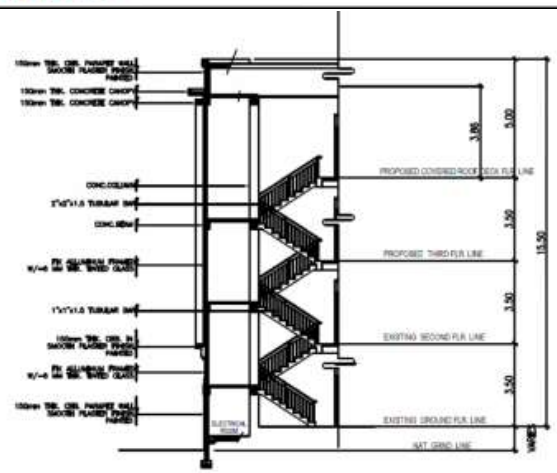
COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
SECTION THRU A

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COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
SECTION THRU B

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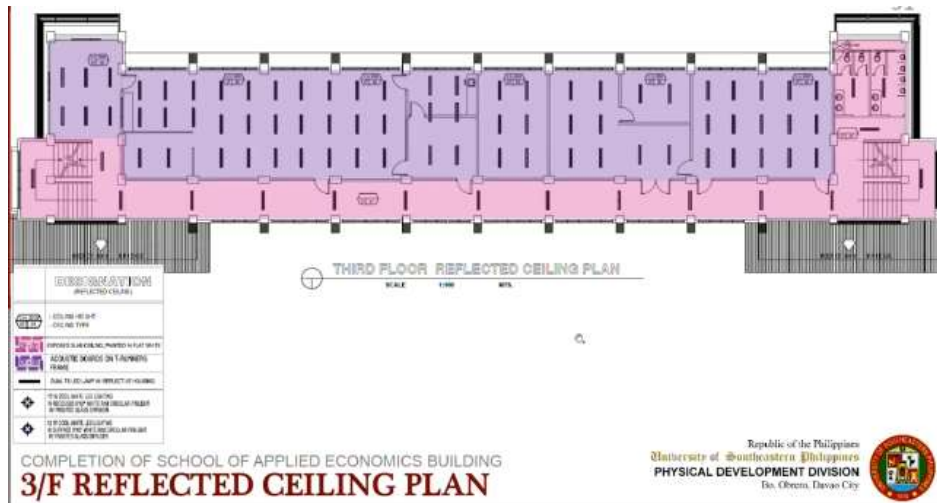



COMPLETION OF SCHOOL OF APPLIED ECONOMICS BUILDING
BAY SECTION

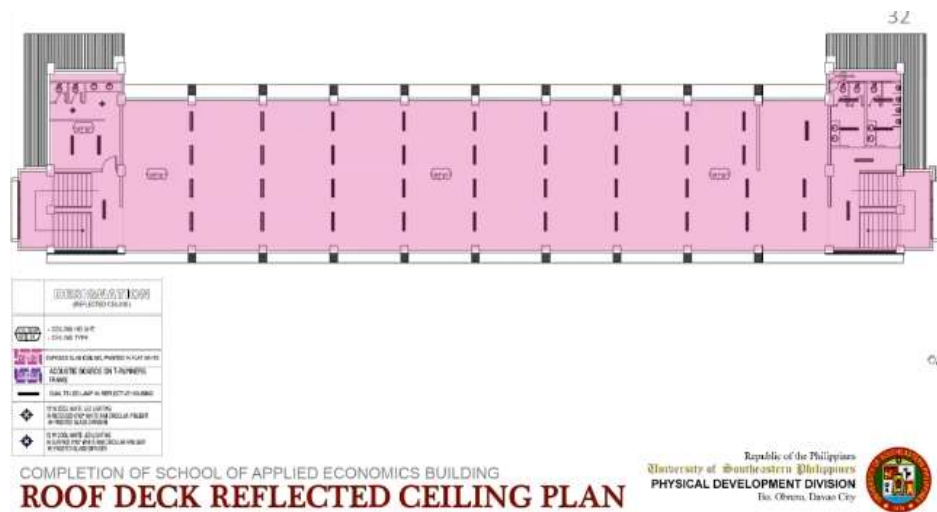
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 Es. Oborn, Davao City



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C. Comments and Suggestions:

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Engr. Torrico asked the TWG regarding the construction joint for the concrete steel foundation of the building. Ar. Europa explained that prior on making plan for this project, the existing condition of the SAEC Building has been inspected by a structural engineer and found out that there still one meter concrete at the current roof top of the building and he added that there is also a plan from a third party managed by SAEC way back 2016.

Engr. Torrico also asked the TWG if this would be the final phase for this project. Ar. Europa replied that they found out that the proposed plan for the building coming from third party is already outdated because it was three years ago and he added that they've removed some plans and added some significant actions for the building to make still functional. So in short, Ar. Europa stated that it would not be the final phase for this project but rest assured that the building would still be functional to be occupied.

BAC Chair Dr. Pacoy asked the TWG regarding to the status of the building permit of SAEC Building. Ar. Europa replied that it has no building permit since then because it is managed before by DPWH so it would be expected that the winning bidder

584 should update and process the building permit for this project. Engr. Torrico elaborated
585 that if a project was handled by DPWH, the assumption of that is they are the building
586 officer for that project but once the contract was terminated then, it would be the time
587 for the contractor to get a latest building permit for that project. Ar. Europa also added
588 that the basis of the issuance of building permit is to prove that the building was still on
589 its structural integrity.

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591 **D. Adjournment:**

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593 With no further instructions from the BAC and clarifications from the body, the
594 Pre-procurement Conference was adjourned at 4:00 pm.

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598 Prepared by:

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601 **OLIVIA D. ESTREMOS**

602 BAC Secretariat Head

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605 Approved by:

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608 **EMILIA P. PACOY**

609 BAC Chairman/Infrastructure

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