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3 **University of Southeastern Philippines**
4 *Bids and Awards Committee*

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6 **Minutes for the Opening of Bid**

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8 **Project: Completion of 5-Storey Information Technology (I.T) Building Phase 6**
9 Contract No. 2020-11/Infra
10 December 16, 2020 at 3:15 PM
11 Venue: University Hostel, Dining Hall
12 Obrero Campus, Davao City
13 ABC: PhP. 14,492,753.63

14 **Present:**

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16 **Bids and Award Committee:**

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18 Dr. Emilia P. Pacoy - Chairperson
19 Engr. Eduardo Torrico - Vice Chairperson
20 Dr. Annweda C. Mina - BAC Member
21 Ms. Estela Magandi - BAC Member
22 Dr. Maureen Villamor - BAC Member Alternate

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24 **BAC Secretariat/BAC Staff:**

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26 Ms. Olivia D. Estremos - BAC Secretariat Head
27 Ms. Melanie C. Pagkaliwagan - BAC Secretariat
28 Ms. Mary Aprilly P. Cimafranca - BAC Secretariat
29 Ms. April Cimafranca - BAC Secretariat
30 Mr. Alfred B. Torre - BAC Staff
31 Mr. Teodorico C. Tinaco Jr. - BAC Staff
32 Mr. Maeng Fabroa - BAC Staff

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34 **TWG/PDD: (via googlemeet)**

35 Arch. Ericson Europa - TWG/PDD Director
36 Engr. Florencio Chua - TWG/PDD Engr.
37 Mr. Bien Carlos Via - PDD Draftsman
38 Ms. Catherine Lora - PDD Draftsman
39 Ms. Fretzi Albo - PDD Draftsman

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42 **Bidder: (via googlemeet)**

43 Mr. Richard Florin - Minkonstrak Engineering
44 Engr. Renato V. Fabale - MAG Corporation

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A. Proceedings:

Upon declaration of a quorum, the BAC Chair Dr. PACoy called the meeting to order with four (4) BAC members attended at 3:15 o'clock in the afternoon. He also acknowledged the presence of all who participated the opening of bid for physically and via online link.

The BAC Chair informed the body that the minutes of the previous meeting of the pre bid conference for the Completion of 5-Storey Information Technology (I.T) Building Phase 6, which was sent to the members of the BAC to their respective emails. The BAC Chair asked the BAC members for the motion to suspend the reading of minutes. Dr. Mina motioned & Seconded by Ms. Magandi for the suspension on the reading of minutes & will be proceeded to the opening of bid.

B. Business Matters:

The BAC Chair emphasized the procedure in determining the prospective bidder's eligibility. He said that the BAC shall use the non-discretionary "pass/fail" criteria, as stated in the IAEB and the ITB. Any missing document that is required in the bid shall be a ground for disqualification (IRR-A Section 23.2).

The Chair emphasized that a prospective bidder is eligible to bid for the procurement of goods if it complies with the eligibility requirements prescribed for the competitive bidding and should be within the period stated in the invitation to bid. The bidders are required to observe the highest standard of ethics during the procurement and execution of contract.

The Chair declared the opening of the eligibility documents of the bidder. There were two bidders participated in the bidding, **MAG Corporation and Minkonstrak Engineering**. The results of the bid, to wit:

Requirements	<i>Bidder</i>	
	MAG Corporation	Minkonstrak Engineering
Eligibility Documents		
Class "A" Legal Documents		
Certificate of PhilGEPS Registration (Platinum)	✓ February 20, 2021	✓ February 18, 2021
SEC/DTI registration certificate	✓ SEC Registration Date: February 19, 2013	✓ DTI October 1, 2024

Valid and current Mayor's permit or equivalent document for exclusive zones or areas	✓ December 31, 2020	✓ December 31, 2020
Valid and Current Tax Clearance Certificate (CY 2016) stating that the bidder has no listed tax liability, issued by the Collection enforcement Division (CED), BIR Main Office.	✓ February 27, 2021	✓ June 8, 2021
Class "A" Technical Documents		
Statement of all on-going government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid.	Php. 46,071,080.46	✓ 1 Private Contract PhP. 27,479,889.63
Statement of Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of this IRR, within 2015-2018	✓ Balagunan National High School, Sto. Tomas, Davao Del Norte Construction of 2-Storey Classroom (December 6, 2018) (Php.15,160,130.24)	✓ Holcim Philippines Inc. Lugait, Plant LG PM4 Bldg. Civil Works (November 17, 2017) PhP. 17,762,115.59
Philippine Contractors Accreditation Board (PCAB) License	Valid from July 1, 2020 to June 30, 2021	Valid from July 1, 2020 to June 30, 2021
Original copy of Bid Security. If in the form of surety Bond, submit also a certification issued by the Insurance Commission; or Original copy of Notarized Bid Securing Declaration	✓ Bid Securing	✓ Bid Securing
Organizational Chart, List of Contractor's Key Personnel and List of Major Equipment units	✓ Complying	✓ Complying
Duly signed Omnibus Sworn Statement (OSS)	✓ 1-9	✓ 1-10
Class "A" Financial Documents		

Audited financial statements, stamped "received" by the BIR or its duly accredited and authorized institutions for the preceding calendar year which should not be earlier than two (2) years from date of submission, showing, among others the total and current assets and liabilities.	✓ Complying	✓ Complying
Computation of Net Financial Contracting Capacity (NFCC)/CLC	Php.1,013,519,879.19	✓ PhP. 239,664,800.37
Class "B" Technical Document		
If applicable, duly signed Joined Venture Agreement (JVA) in accordance with the RA No.4566 and its IRR in case the joint venture is already existence; or duly notarized statements from the potential joint venture partners stating that they will enter into and abide by the provisions of JVA in the instance that the bid is successful.	Not Applicable	Not Applicable
Financial Component		
Duly Signed Financial Bid Form	✓ Complying	✓ Complying
Duly signed Bid Prices in the Bill of Quantities	✓ Complying	✓ Complying
Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid	✓ Complying	✓ Complying
Cash Flow by Quarter	✓ Complying	✓ Complying
Remarks	Complying	Complying
Amount of Bid as Read	Php.12,709,833.57	PhP.13,478,823.83

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Bidders	Technical Components	Financial Components	Amount as Read	Remarks
MAG Corporation	Complying	Complying	Php.12,709,833.57	Complying/Pas sed

Minkonstrak Engineering & Gen. Services	Complying	Complying	Php.13,478,823.83	Complying/Pas sed
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C. Comments and Suggestions

The presider informed the body that although the BAC had already deliberated the bidding documents for technical and financial components, the same will still pass through the post qualification evaluation by the University Technical Working Group (TWG) and End User for further assessment.

D. Adjournment:

With no further instructions from the BAC and clarifications from the body, the opening of bid was adjourned at 4:00 o'clock in the afternoon.

Prepared by:


OLIVIA D. ESTREMOS
BAC Secretariat Head

Approved by:

EMILIA P. PACOY
Chairman, BAC/Infrastructure

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