



<b>PRE-BID CONFERENCE</b>	BAC MEETING NO:	DATE OF MEETING:
	<b>2023-02</b>	<b>09 Nov 2023 (Thu)</b>

BIDDING NO.:		TITLE/DESCRIPTION:	
<b>IB23-409438-08</b>		Category per RA9184: [ ] <b>GOODS</b> [X] <b>INFRA/WORKS</b> [ ] <b>CONSULTING</b>	
APPROVED BUDGET CEILING (ABC):		"ONE (1) LOT CONSTRUCTION OF IDEA GENERATION HUB PHASE 2: EXTERIOR CAFÉ AND THE COVERED WALKWAY FROM INTERIOR 1 TO INTERIOR 2 TO INCLUDE DETAILED DESIGN, FABRICATION AND INSTALLATION OF DESIGN FIT-OUTS, FURNISHINGS AND FIXTURES (DFOFFS)"	
<b>₱8,596,500.00</b>			
BUDGET UTILIZATION SLIP NO.:			
<b>23101421</b>			
PURCHASE REQUEST NO.:	END-USER REPRESENTATIVE:	OFFICE, CENTER/GROUP:	
<b>409438</b>	<b>JENNIFER GAYLE G. FLORES</b>	<b>DAP PASIG, OFFICE OF THE PRESIDENT</b>	
PROCESSING CONTROL NO.:	EARLY START-TIME:	TIME ADJOURNED:	VENUE OF MEETING:
<b>NP231026004</b>	<b>10:18 AM</b>	<b>12:18 PM</b>	<b>6B/F O.D. Corpuz, DAP Bldg., Pasig City</b>

**Highlights of the Pre-Bid Conference**

**01. CALL TO ORDER & VALIDATION OF QUORUM:**

- 01.1. The Pre-Bid Conference for the abovestated Project started at exactly 10:18 AM and was presided over by the BAC Chairperson Monina A.R. de Armas (BAC Chair MARdeArmas);
- 01.2. The Program was called to order by BAC Chair MARdeArmas and the Manager of the BAC Secretariat Division, Ms. Mariet Riz M. Bradecina (MRMBradecina), confirmed the quorum for both BAC and TWG, as asked by the Presiding Officer;
- 01.3. The BAC Chairperson recognized the presence of the BAC, End-User, TWG, Prospective Bidders, the Observers;
- 01.4. BAC Chairperson requested MRMBradecina to introduce the members of ...

Designation	Primary Members	(P)/(A)	Alternate Members	(P)/(A)
01. Chairperson	MONINA AGRIFINA R. DE ARMAS	<b>P</b>		
02. Vice-Chairperson	GILBERT E. LUMANTAO	<b>A</b>		
03. Member 1	MONICA D. SALIENDRES	<b>A</b>	YURI R. MUNSAYAC	<b>A</b>
04. Member 2	ALYN JOY D. BALTAZAR	<b>P</b>	MA. FELICIDAD F. BILLED0	<b>P</b>
05. Member 3	JOMAR A. PASTRANA	<b>P</b>	MARIETTA Q. UMBAY	<b>-</b>
06. End User	JENNIFER GAYLE G. FLORES	<b>P</b>		

**NOTE:** Alternate member automatically assumes post when the primary member is not available. The primary member shall be responsible for updating his/ her alternate member if the latter is unable to attend a scheduled meeting. Likewise, it is the duty of the latter to do the same to the former.

POSITION	Proposed TWG Members	Pres (P) /Abs (A)
01. TWG Chairperson	<b>ENGR. MARJORIE M. WAJE-BAGANG</b>	<b>P</b>
02. TWG Vice-Chairperson	<b>ENGR. VENER V. MADERAJE</b>	<b>P</b>
03. TWG Member 1	<b>AR. MICHAEL REY S. AVECILLA</b>	<b>P</b>
04. TWG Member 2	<b>FILIPINO FRANCISCO P. GOMEZ</b>	<b>A</b>
05. TWG Member 3	<b>MICHAEL L. VICEDO</b>	<b>P</b>
06. TWG Member 4	<b>MICHAEL H. RAMOS</b>	<b>P</b>
07. TWG Member 5	<b>MARK REX JAYSON T. ATOLE</b>	<b>P</b>
08. TWG End User Representative	<b>ROSE ANN P. SANTIAGO</b>	<b>P</b>
09. Technical Consultant*	<b>AR. MARIA LISA V. SANTOS</b>	<b>P</b>

POSITION	Name	Pres (P) /Abs (A)
<b>BAC Secretariat:</b>		
01. Manager, BAC Secretariat Division	<b>MARIET RIZ M. BRADECINA</b>	<b>P</b>
02. Documenter, BAC Secretariat Division	<b>JESSERIE ANN P. TAGLE</b>	<b>P</b>
03. Documenter, BAC Secretariat Division	<b>LEA A. UDTOHAN</b>	<b>P</b>
04. Staff, BAC Secretariat Division	<b>ERMILANDO V. MORATALLA, JR.</b>	<b>P</b>
05. Staff, BAC Secretariat Division	<b>FREDERICK A. DELIZO</b>	<b>P</b>

## 02. OPENING REMARKS:

### 02.1. Observers who were invited:

- 02.1.1. **MS. SUZETTE G. PORNALES**, DAP Supervising Auditor, Commission on Audit (**COA**), represented by **Mr. Alan J. Babalo**, State Auditing Examiner II;
- 02.1.2. **MR. VINCENT T. LAZATIN**, Executive Director, Transparency and Accountability Network (**TAN**), no representative/s attended the Conference;
- 02.1.3. **HON. DORIS U. GACHO**, Executive Director, Philippine Domestic Construction Board (**PDCB**), no representative/s attended the Conference;
- 02.1.4. **MR. DANTE M. ABANDO**, President, Philippine Constructors Association, Inc. (**PCAI**), no representative/s attended the Conference;
- 02.1.5. **ATTY. HERBERT DG. MATIENZO**, Executive Director III, Philippine Contractors Accreditation Board (**PCAB**), no representative/s attended the Conference;
- 02.1.6. **ATTY. HOWARD RANDY A. ARZADON**, Assistant Government Corporate Counsel – Team 1, Office of the Government Corporate Counsel (**OGCC**), no representative/s attended the Conference;
- 02.1.7. **MS. OFELIA R. USIGAN**, Officer-in-Charge, Construction Manpower Development Foundation (**CMDF**), represented by **Ar. Nilo Eligio M. Calingasan, Jr.**, Supervisor-in-Charge;
- 02.1.8. **MS. DELIA B. PERLADA**, Officer-in-Charge, Construction Industry Arbitration Commission (**CIAC**), no representative/s attended the Conference; and,
- 02.1.9. **ATTY. MARCO C. MAAT**, Executive Director, Construction Industry Authority of the Philippines (**CIAP**), no representative/s attended the Conference.

### 02.2. Prospective Bidders who attended the Pre-Bid Conference:

- 02.2.1. **AJA BUILDERS** represented by Mr. Romel B. Dig, Project Engineer;
- 02.2.2. **E. ANTAZO CONSTRUCTION SUPPLIES** represented by Mr. Emmanuel Antazo, Project Engineer;
- 02.2.3. **WORKSWELL ENTERPRISES, INC.** represented by Mr. Eric Estrada, Project Engineer;
- 02.2.4. **JELAY CONSTRUCTION** represented by Mr. Edmund Viernes, Jr., Project Engineer;
- 02.2.5. **RCDG CONSTRUCTION CORPORATION** represented by Mr. Rogelio Catalasan, Jr., Project Manager;
- 02.2.6. **ALL RICH CONSTRUCTION CORPORATION** represented by Mr. Rolando Morasa, Operation Manager; and,
- 02.2.7. **HAMMER BUILDERS CORPORATION** represented by (1) Mr. Joshua P. Uy, President, and (2) Mr. Kristian Contreras, Engineer.

### **03. FOR INFORMATION:**

03.1. Activities conducted by the BAC as of date:

03.1.1. Posted Ads (Invitation to Bid) on **28 October 2023 (Sat)** at:

- (01) PhilGEPS Website;
- (02) DAP Website;
- (03) Facebook Page of the BAC Secretariat; and,
- (04) DAP-Pasig designated area

03.1.2. Prospective Bidders who were directly invited through email as of **08 November 2023 (Wed)**:

- (01) Multistyle Specialist, Inc.;
- (02) Kergie Enterprises;
- (03) Capernaum Development Corporation;
- (04) MACC Philippines, Inc.;
- (05) Caep Construction;
- (06) R.E. Legaspi Construction;
- (07) Build It Bros. Construction Services;
- (08) Adamente Construction;
- (09) Arreo Contractors;
- (10) Instabuild.PH;
- (11) Novillos Construction Company;
- (12) Millenial Builders Construction Services;
- (13) Southern Eagles Construction;
- (14) MZR Builders;
- (15) Orientech Construction and Development Corporation;
- (16) GT Agacita Construction & Trading;
- (17) Hammer Builders Corporation;
- (18) Steelbend Construction;
- (19) DM Celac Enterprises;
- (20) Amiel John Enterprises;
- (21) All Rich Construction Corporation;
- (22) RCDG Construction Corporation;
- (23) Workswell Enterprises, Inc.;
- (24) E. Antazo Construction Supplies;
- (25) LBP Resources and Development Corporation;
- (26) Dela Trinidad Construction;
- (27) Jelay Construction & Supply

03.1.3. Prospective Bidders who viewed the PhilGEPS Posting, as of **08 November 2023 (Wed)**:

- (01) MZR Builders;
- (02) E. Antazo Construction Supplies;
- (03) Workswell Enterprises, Inc.;
- (04) RCDG Construction Corporation;
- (05) Multi-B Construction Corp.;

Select	Organization Name	Date Ordered
<input type="checkbox"/>	MZR UNICA, INC. DOING BUSINESS UNDER THE NAME AND STYLE OF MZR BUILDERS	28-Oct-2023
<input type="checkbox"/>	E. ANTAZO CONSTRUCTION SUPPLIES	03-Nov-2023
<input type="checkbox"/>	WORKSWELL ENTERPRISES, INC.	06-Nov-2023
<input type="checkbox"/>	RCDG CONSTRUCTION CORPORATION	07-Nov-2023
<input type="checkbox"/>	MULTI-8 CONSTRUCTION CORP.	07-Nov-2023

**03.1.4.** Prospective Bidder who inquired and sent their Letter of Intent through email, as of **08 November 2023 (Wed)**:

- (01) Jelay Construction & Supply<sup>1</sup>;
- (02) Workswell Enterprises, Inc.<sup>2</sup>;
- (03) RCDG Construction Corporation<sup>3</sup>;

**03.1.5.** Pre-Bid Conference on **09 November 2023 (Thu)**.

#### **04. PRE-BID CONFERENCE PROPER:**

**04.1. 1<sup>st</sup> Part: The BAC Chairperson discussed the following –**

**04.1.1.** Intro to DAP and GPPB Bidding Process (using DAP and GPPB Audio Visual Presentations);

**04.1.2.** Reminders to the Prospective Bidders;

- (01) For transactions with ABC = P1,000,000.<sup>00</sup> or more, the BAC shall convene at least one (1) pre-bid conference (Sec 22.1 IRR RA9184);
- (02) The Pre-Bid Conference shall be held at least twelve (12) calendar days before the deadline for the submission of bids;
- (03) As per RA9184, Sect 22.5.1 of the revised IRR2016:
- (04) *Requests for clarification/s on any part of the Bidding Documents or for an interpretation must be in writing and submitted to the BAC of the Procuring Entity concerned at least ten (10) calendar days before the deadline set for the submission and receipt of bids;*
- (05) *The BAC shall respond to the said request by issuing a Supplemental/ Bid Bulletin at least seven (7) calendar days before the deadline for the submission and receipt of bids.*
- (06) **“NO CONTACT RULE”:** The Bidder/s is/are PROHIBITED to contact any member of BAC and TWG. Any communication shall be directed to the designated Acting Director of the BAC Secretariat.
- (07) **Section 55.1:** Decisions of the BAC at any stage of the

<sup>1</sup> Annex “A” – Letter of Intent from Jelay Construction & Supply

<sup>2</sup> Annex “B” – Letter of Intent from Workswell Enterprises, Inc.

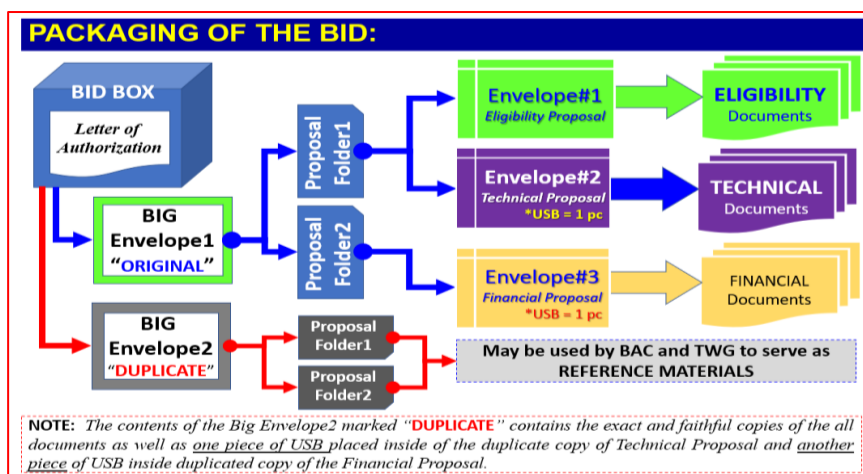
<sup>3</sup> Annex “C” – Letter of Intent from RCDG Construction Corporation

procurement process may be questioned by filing a Request for Reconsideration (RR) within three (3) calendar days upon receipt of written notice or upon verbal notification. The BAC shall decide on the request for reconsideration within seven (7) calendar days from receipt thereof. ***The Bidder shall not be allowed to submit additional documents to correct any defects in the bid submitted.***

- (08) **“REQUEST FOR RECONSIDERATION”**: If a failed Bidder signifies its intent to file RR, the BAC shall keep the bid envelopes of the said failed Bidder unopened and/or duly sealed until such time that the RR has been resolved.
- (09) **“APPEAL”**: The decision of the BAC may be appealed in accordance to Sect 55-57 of the 2016 Revised IRR of RA 9184.
- (10) **“BID BULLETIN”**: Any statement in the Bidding Documents will remain unless such statement is specifically identified and an amendment was issued as part of a Bid Bulletin.

**04.1.3. Packaging and Marking of the Bids;**

- (01) The submitted Bid must be placed in a sealed “BID-box” that should contain...
  - a) A sealed BIG ENVELOPE1 marked “ORIGINAL COPY”; and,
  - b) A sealed BIG ENVELOPE2 marked “DUPLICATE COPY”;
- (02) A “LETTER OF AUTHORIZATION (LOA)” should be pasted on the one side/face of the submitted “BID-box”. The LOA should conform with the provided template as explained in the OBD.
- (03) The sealed BIG ENVELOPE1 marked “ORIGINAL COPY” must have two (2) items:
  - a) Sealed Proposal Folder#1 containing ...
    - ✓ a sealed envelope marked “ELIGIBILITY PROPOSAL”; plus,
    - ✓ another sealed envelope marked “TECHNICAL PROPOSAL”; and,
  - b) Sealed Proposal Folder#2 containing ...
    - ✓ a sealed envelope marked the “FINANCIAL PROPOSAL”.



- (04) The sealed “Big Envelope” marked “DUPLICATE COPY” must have the duplicate copies of all documents placed inside the *Proposal Folder#1* and *Proposal Folder#2* found in the sealed “Big Envelope” marked “ORIGINAL COPY”;
- (05) All documents in all envelopes must be ...
  - ✓ properly marked/tagged based on the enumeration of the required documents per the Checklist found in the OBD; and,
  - ✓ The first page of every required document must have an “ear-tab” indicating the tag# or marker# of the said document.

#### 04.1.4. Two-Stage Bidding Process;

- (01) Only the “ORIGINAL COPY” will be read and announced during the opening of the submitted bids;
- (02) All documents in the submitted *Proposal Folder#1* (ELIGIBILITY DOCUMENTS & TECHNICAL PROPOSAL) of all submitted bids will be opened and tallied before the submitted *Proposal Folder#2* (FINANCIAL BID) will be opened;
- (03) Even if the BAC has declared “FAILED” in any of the documents of ELIGIBILITY DOCUMENTS & TECHNICAL PROPOSAL, the BAC shall continue to review all the documents of an opened *Proposal Folder#1*;
- (04) After BAC announced that the documents of an opened envelope are finished and any document was declared “FAILED”, the BAC’s Presiding Officer will ask the Bidder if the latter will file Request for Reconsideration (RR);
- (05) If the Bidder opted to file RR, the Bidder or the BAC may elect to avail the pertinent provisions of the RA9184 to resolve the written RR within the prescribed duration;
- (06) The tabulation of the Financial Bids will be done for all submitted bids, whose Eligibility & Technical Docs were preliminarily determined as “PASSED”.

#### 04.1.5. Ranking of Preliminary Evaluated Bids;

- (01) After the all documents has been established as “complied” and BAC has declared all required documents as “PASSED”, The Total Amount of the all of the submitted Financial Bids will be read, evaluated, announced, and tabulated;
- (02) Specifically, BAC shall do arithmetical computations to check the total amount of Bid. Bids will be ranked based on the TOTAL AMOUNT of Bid. Declaration of LCB shall not be construed as, or interpreted as equivalent to an award;
- (03) If there is any item in the *Proposal Folder#2* (Financial Proposal) declared as “FAILED”, the Bidder may opt to file RR. The Bidder



or the BAC may elect to avail the pertinent provisions of the RA9184 to resolve the written RR within the prescribed duration;

- (04) LCB shall be subjected to further review of the BAC & TWG during the stage of Post-Qualification of the Bid.

**04.1.6. Establishing the Lowest Calculated Responsive Bid (LCRB);**

- (01) The BAC and the TWG shall ascertain, validate, and verify the compliance and reasonableness of the submitted documents initially assessed as “LCB”. The goal is to establish the “overall responsiveness” of the Submitted Bid; i.e., “Lowest Calculated Responsive Bid (LCRB)”;
- (02) In case LCB is found “NOT RESPONSIVE”, the BAC shall inform the Bidder accordingly via email;
- (03) The Bidder may opt to appeal the declaration in accordance with the prescriptions of RA9184;
- (04) The BAC may elect to avail the pertinent provisions of the RA9184 to resolve the written appeals (RR or/ & Protest, as the case may be) within the prescribed duration per RA9184;

**04.1.7. Appeal Mechanism; and,**

- (01) Decisions of the BAC may be PROTESTED in WRITING through Verified Position Paper by Bidder to the (Head Of the Procuring Entity) HOPE;
- (02) The Protest must be filed within SEVEN (7) CALENDAR DAYS from the date the BAC issued a Resolution denying the Request for Reconsideration (RR);
- (03) The HOPE shall resolve the Protest within SEVEN (7) CALENDAR DAYS from receipt thereof;
- (04) The protest shall NOT STAY or DELAY the bidding process but it must be resolved first before any award is made (*Section 57*);
- (05) Protest shall be filed with a NON-REFUNDABLE PROTEST FEE of ₱64,473.<sup>75</sup> or 0.75% of the ABC (*Section 55.3*).

**04.1.8. LCRB to Award.**

- (01) The Bid established as “LCRB” shall be the Bid that the BAC will recommend to the HOPE an award;
- (02) As the Final Decision-Maker for the transaction, the HOPE may opt to cancel, *without obligation to any Bidder*, should the HOPE deemed that the recommended AWARD will be disadvantageous to the DAP, in particular; and to the Government, in general.

**04.1.9. BAC Chair MARdeArmas then asked the Prospective Bidders if they have a previous transaction with other government agency/ies for**

competitive bidding process, and among the seven (7) Prospective Bidders, only **JELAY CONSTRUCTION & SUPPLY** answered that it was their first time to participate in the government bidding process;

**04.2. 2<sup>nd</sup> Part: The TWG Chairperson discussed the following –**

**04.2.1. Presentation of Schedule of Requirements and Technical Specifications:**

- (01) The BAC Secretariat presented the IGH Backgrounder to provide guidance to the Prospective Bidders on the expectations of DAP for the Project;
- (02) TWG Chair Engr. Marjorie M. Waje (Engr. MMWaje) discussed that the Project already has a master plan and perspective and the Winning Bidder for the Project will only need to provide shop drawings for the approval of DAP before the implementation;
- (03) TWG Chair Engr. MMWaje emphasized that before the submission of Bids, there is a need to conduct a Site Visit to personally know the site condition;
- (04) BAC Chair MARdeArmas reminded the Prospective Bidders to follow the instructions and requirements as provided by the Official Bidding Documents (OBD);
- (05) TWG Chair Engr. MMWaje then discussed the Qualifications of the Key Personnel that Bidders must comply with, as stated on ITB Clause 10.4, page 21 – 25 of the OBD;

**04.2.2. Simulation of Bill of Quantities (BOQ):**

- (01) TWG Chair Engr. MMWaje informed the Prospective Bidders that cells in light red are for the Bidders' inputs and there are blank rows allocated if the Bidder needs to include additional items not mentioned on the given form;
- (02) The BOQ must also conform with the DPWH Department Order No. 197, s. 2016 for compliance;
- (03) BAC Chair MARdeArmas then reminded that the total amount of the bid must not exceed the Approved Budget for the Contract of ₱8,596,500.00;
- (04) BAC Chair MARdeArmas also reminded that the BOQ must be duly signed in every page

**05. ISSUES, CONCERNS, AGREEMENTS:**

**05.1. Clarifications from Prospective Bidders <Bidder must introduce himself/herself and the juridical entity he/she represents>:**

**05.1.1. Item No. 01 re: Working Hours and Delivery Schedule.**

**Response:** TWG Chair Engr. MMWaje answered that construction works that would be producing noises, it is only allowed from 6:00PM onwards, while works with none to minimal noise disturbance, can be made during the regular office hours. For the Delivery Schedule, it can only be allowed after office hours or 6:00PM onwards.



**05.1.2.** Item No. 02 re: Schedule of Site Visit.

**Response:** BAC Chair MARdeArmas answered that right after the Pre-Bid Conference proper, the TWG can assist them for the conduct of Site Visit and for them to secure their Certificate of Site Inspection, as one of the requirements for their bids.

**05.1.3.** Item No. 03 from Mr. Joshua P. Uy of Hammer Builders re: Qualifications of Registered Interior Designer if the professional license was issued in the Maldives and not in the Philippines

**Response:** TWG Technical Resource Person Ar. Maria Lisa V. Santos (Ar. MLVSantos) answered that according to the Professional Regulatory Commission (PRC), unregistered professionals cannot practice profession in the Philippines.

**05.1.4.** Item No. 04 from Mr. Joshua P. Uy of Hammer Builders Corporation re: Allowable Additional Scope of Works.

**Response:** TWG Chair Engr. MMWaje answered that modification will be considered once the bid has been submitted and the Bidder will be replacing the initially submitted bid. The additional blank rows in the BOQ template are meant for the Bidders who find the default scope of works as incomplete/insufficient to complete the Works to fill-out and complete their respective BOQ.

**05.1.5.** Item No. 05 from Ar. Rogelio Catalasan, Jr. of RCDG Construction Corporation re: Variation Orders / Change Orders.

**Response:** TWG Chair Engr. MMWaje answered that the DAP allows Variation Order to its allowable maximum rate of 10%, as long as the procedures and requirements of the Implementing Rules and Regulations (IRR) of RA 9184 was complied.

**05.1.6.** Item No. 06 from Ar. Rogelio Catalasan, Jr. of RCDG Construction Corporation re: Authority of Licensed Architect to act as the Registered Interior Designer.

**Response:** Ar. MLVSantos answered that according to Republic Act No. 9266 or The Architecture Act of 2004, licensed architects can professionally practice Interior Designer using their title as "Architect" and can sign on the Interior Plans. As the Project requires from the Winning Bidder a thorough observance of the designs for the Designed Fit-Outs, Furnishings, and Fixtures (DFoFFs) and needs DAP's approval for the mock-up/ swatches/ shop drawings before the implementation on-site.

**05.1.7.** Item No. 07 from Ar. Rogelio Catalasan, Jr. of RCDG Construction Corporation re: Schedule of Payments.

**Response:** TWG Chair Engr. MMWaje answered that on page 34 of the

OBD, the Progress Payments are clearly defined and the Advance Payment/Mobilization Fee is at 15%, as allowed by RA 9184.

#### 06. NEXT STEPS:

- 06.1. **November 09-13, 2023 (Thu to Mon)** = Request for Clarifications
- 06.2. **November 15, 2023 (Wed)** = Posted Bid Bulletin, if any.
- 06.3. **November 21, 2023 (Tue)** = Submission and Opening of Bids;
- 06.4. **November 21-23, 2023 (Wed to Thu)** = Bid Evaluation;
- 06.5. **November 24, 2023 (Fri)** = Notification of Lowest Calculated Bid;
- 06.6. **November 28, 2023 to December 05, 2023 (Tue to Tue)** = Post Qualification and Notification of Lowest Calculated and Responsive Bid;
- 06.7. **December 11, 2023 (Mon)** = Issuance of Notice of Award;
- 06.8. **December 12-18, 2023 (Tue to Mon)** = Submission of Performance Bond;
- 06.9. **December 21-27, 2023 (Thu to Wed)** = issuance of Contract and Notarization; and,
- 06.10. **January 02-05, 2024** = issuance of Notice-to-Proceed.

**NOTE:** *Non-compliance to set mobilization date can be a ground of rescinding or pre-termination of the Contract.*

#### 07. FREQUENT ERRORS BY THE BIDDERS:

- 07.1. **Discrepancies in bid amount in words and in figures.** BAC Sec Jesserie Ann P. Tagle (JAPTagle) explained that in case discrepancies in bid amount the words will always prevail and if the bid amount in words is higher than the ABC, that is failure of their submission;
- 07.2. **Multiplier (x15) for Net Financial Contracting Capacity (NFCC) Computation.** BAC Sec JAPTagle explained that there is NFCC template that will be given to the bidders who bought the Complete Set of Bidding Documents with non-refundable OBD amounting to Php 2,000.00pesos;
- 07.3. **Unsigned Certificate of Final Acceptance as the attachments for Single Largest Completed Contract (SLCC) requirement.** BAC Sec JAPTagle stated that all required attachments must be signed;
- 07.4. **Inconsistent Principal Company Address to all Permits/Licenses.** BAC Sec JAPTagle reiterated that ALL permits and licenses must have the consistent Address;
- 07.5. **Improperly Filled-out Template of the Omnibus Sworn Statement (OSS).** BAC Sec JAPTagle explained that the bidders must properly filled-out the OSS template and always take note that they need to “select one, and delete other”;
- 07.6. **Unauthorized Signatories to the Letter of Authorization (LOA).** BAC Sec JAPTagle explained and reiterated that the LOA must be signed and

approved by their Officers with an authority higher than the authorized representative, if the Corporation, the Secretary Certificate will suffice as LOA, and the authorized signatory of contact should be the one who will sign the LOA. Authorized Signatory means: An authorized signatory is a person having the legal power to execute and sign a contract or legal document on behalf of another. Company directors are by default authorized to legally bind the company. They can delegate signatory powers to other employees.

- 07.7. Non-Attachment of a Statement, written in its letterhead, clearly indicating that the Bidder is not into any JVA for this Project.** BAC Sec JAPTagle stated that if the bidder's is not into JVA they still need to submit an attachment stating "N/A" as proof that they are not into a JVA;
- 07.8. No stamp "Received" by BIR and no signature Certified Public Accountant on the Audited Financial statements.** BAC Sec JAPTagle explained that if the bidder's submitted their AFS manually, their submission must be "Received" by the BIR and their submitted AFS must be signed by their Certified Public Accountant;
- 07.9. Incomplete attachments of Audited Financial Statements.** BAC Sec JAPTagle explained that the bidders shall submit their AFS with complete attachments, that includes Statement of Financial Position, Statements of Changes in Equity, Statements of Comprehensive Income, Statements of Cashflow, and Notes to Financial Statements;
- 07.10. Blank or No statement of compliance whether the bidder's will "comply" or "not comply" on the stated requirements for technical specifications.** BAC Sec JAPTagle stated that the bidders should state their statement of compliance whether they will "comply" or "not comply" to the required specifications, if the bidders leave a blank on the column of statement of compliance, the bidder's submission be declared as "FAILED" by the BAC.

## **08. ADJOURNMENT:**

The BAC Chair asked each and every member of the BAC and TWG present if he/she has any other concern that must be taken up. Hearing none, the Pre-Bid Conference was adjourned by the BAC Chairperson at exactly 12:18PM.

Concurred by the BIDS & AWARDS COMMITTEE SO-2023-095

*-absent-*

**MONICA D. SALIENDRES**  
BAC Member 1

  
**ALYN JOY D. BALTAZAR**  
BAC Member 2

  
**JOMAR A. PASTRANA**  
BAC Member 3

  
**JENNIFER GAYLE G. FLORES**  
BAC End-User's Representative

*-absent-*  
**GILBERT E. LUMANTAO**  
BAC Vice-Chairperson

Concurred by the TECHNICAL WORKING GROUP per BAC Resolution No.035, s. 2023

  
**AR. MICHAEL REY S. AVECILLA**  
TWG Member 1

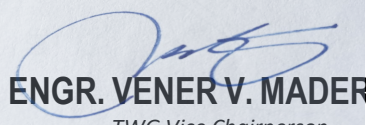
*-absent-*  
**FILIPINO FRANCISCO P. GOMEZ**  
TWG Member 2

  
**MICHAEL L. VICEDO**  
TWG Member 3

  
**MICHAEL H. RAMOS**  
TWG Member 4

  
**MARK REX JAYSON T. ATOLE**  
TWG Member 5

  
**ROSE ANN P. SANTIAGO**  
TWG End User Representative

  
**ENGR. VENER V. MADERAJE**  
TWG Vice Chairperson

  
**ENGR. MARJORIE M. WAJE – BAGANG**  
TWG Chairperson

Documented by:

Noted by:

  
**MARIET RIZ M. BRADECINA**  
BAC Documenter  
Manager, BAC Secretariat Division (SO-2023-094)

  
**MONINA A.R. DE ARMAS**  
Chairperson, BAC (SO-2023-095)



November 6, 2023

**LETTER OF INTENT**

**DEVELOPMENT ACADEMY OF THE PHILIPPINES**

San Miguel Ave.,  
Pasig City  
Metro Manila  
Philippines 1600

ATTENTION : **MARIET RIZ BRADECINA**  
Documenter, BAC Secretariat

SUBJECT : **"ONE (1) LOT CONSTRUCTION OF IDEA GENERATION HUB PHASE 2: EXTERIOR CAFÉ AND THE COVERED WALKWAY FROM INTERIOR 1 TO INTERIOR 2 TO INCLUDE DETAILED DESIGN, FABRICATION AND INSTALLATION OF DESIGN FIT-OUT**

Dear Ma'am:

We **JELAY CONSTRUCTION & SUPPLY** , write to signify our intent to formally enter into any construction contract with your company Development Academy of the Philippines.

The company profile is provided for you to review and conduct a background investigation about our company. We agree to provide all the necessary documents that will be requested to us without any hesitation and complain.

We look forward for fruitful and much better business relations with your company. Your favorable and positive response on the matter is highly appreciated.

Sincerely, -

  
WILSON RAZON  
Operational Manager



**LETTER OF INTENT**

November 7, 2023

DAP - BIDS AND AWARDS COMMITTEE SECRETARIAT  
Development Academy of the Philippines  
Ground Floor, DAP Bldg., San Miguel Avenue, Ortigas Center, Pasig City Tel: (02)  
8631-0921 loc. 133  
email: dapbacsec@dap.edu.ph

Dear Sir/Ma'am,

I, **JOHN CHRISTIAN SY**, President/Owner of Workswell Enterprises Inc., am writing to inform you that our company willingly accepts your invitation for the Pre-Bid on **ONE (1) LOT CONSTRUCTION OF IDEA GENERATION HUB PHASE 2: EXTERIOR CAFÉ AND THE COVERED WALKWAY FROM INTERIOR 1 TO INTERIOR 2 TO INCLUDE DETAILED DESIGN, FABRICATION AND INSTALLATION OF DESIGN FIT-OUTS, FURNISHINGS AND FIXTURES (DFOFFS)**. I authorized **Mr. ERIC ESTRADA**, Project Engineer/Product Specialist of the company to attend the Pre-Bid Inspection. We are looking forward to working with you and your company. You are assured of a hand on project management if we are lucky to be selected as your supplier/contractor. Thank you and God bless.

Best Regards,

A handwritten signature in black ink, appearing to be 'JCS', written over a light blue horizontal line.

JOHN CHRISTIAN SY  
OWNER/PRESIDENT



**ANNEX "C" – Letter of Intent from RCDG Construction Corporation**



**RCDG CONSTRUCTION CORPORATION**

Zamboanga Office: San Jose Claret, Zamboanga City Tel. No.: (062) 993-2311  
Manila Office: No. 5 South Zuzuarrequi St., Matandang Balara, Quezon City  
Telefax No.: (02) 8442-4206  
Email address: rcdg.zambo@gmail.com

November 07, 2023

**MONINA A.R. DE ARMAS**  
Chairperson, BAC 1 (SO-2023-095)  
Bids & Awards Committee  
DEVELOPMENT ACADEMY OF THE PHILIPPINES


Maam/Sir,

We would like to express our interest to fulfill the full implementation of the Project: **ONE (1) LOT CONSTRUCTION OF IDEA GENERATION HUB PHASE 2: EXTERIOR CAFÉ AND THE COVERED WALKWAY FROM INTERIOR 1 TO INTERIOR 2 TO INCLUDE DETAILED DESIGN, FABRICATION AND INSTALLATION OF DESIGN FIT-OUT (PHP 8,596,500.00).**

Our company has been in the construction industry for more than 44 years and continuously serving and supporting any projects of the private entities and government. We strongly feel that we are able to deliver the completion on time as required by your agency.

We look forward in being part of the continued progress and development of Development Academy of the Philippines. Thank you in advance and more power!

Yours Truly,

  
**RANDOLF IVAN A. RUSTE**  
President & CEO