



Republic of the Philippines
Department of Education



PROCUREMENT MANAGEMENT SERVICE

OD ☎ 633.7232 PPMD ☎ 636.6543 CMD ☎ 635.3762

Rm. M-511, 5th Floor, Mabini Bldg., DepEd Central Office Complex, Meralco Avenue, Pasig City, Philippines
Telefax: 633-93-43 ☎ 633-65-43 / email: depedcentral.bacsecretariat@deped.gov.ph

*Document Template No. BACSD-2019-
(revised 040519; prepared by conicolas)*

Bids and Awards Committee I

Minutes of Pre-Bid Conference

Project No. : **2019-08-AdmS4(035)-BI-CB-011**
Project : **Procurement of Service Provider for the Preparation
of School Site Development Plan for Various Schools**

ABC : **PhP 434,998,012.00**
End-User : **Education Facilities Division**

Date & Time : **December 4, 2019; 8:00 A.M.**
Venue : **Education Facilities Division Conference Room, 5th
Floor Mabini Building, DepEd Complex, Meralco
Avenue, Pasig City**

Present:

Bids and Awards Committee (BAC): Usec. Alain Del B. Pascua, BAC Chairperson;
Dir. Rizalino Jose T. Rosales, Regular Member; and Supt. Diosdado S. Medina,
Provisional Member

Procurement Management Service: Ms. Christa O. Nicolas, STA II; Mr. Homer Silva,
AS II, Mr. Rally M. Jandoc, AS I; and Mr. Arben A. Gomez, Messenger (BAC
Secretariat Division)

Technical Working Group (TWG): Mr. Aldrin C. Tagao and Mr. Jet R.G. Alabaso,
(EFD)

Observer(s): Mr. Reynaldo B. Famorcan and Mr. Leonardo Bautista, (COA)

Prospective Bidder(s): 1.) Mr. Rockson Pistola and Mr. Antero C. Tiban (A.C Tiban
Surveying Office); 2.) Mr. Jose B. Gavino, Jr and Ms. Sharlene Gavino (Alterra
Geomatics and Construction - AF Florin Design and Construction, JV); 3.) Mr.
Michelle Manuel and Mr. Reyjill Tubilan (R.C. Tollo Surveying Services); 4.) Engr.
Robert Yap (Thetan Surveying, Vircon Surveying Services, Pintor Surveying - JV);
5.) Ms Merriam Bertumen and Ms. Marivien Dela Rosa (Enrique O. Olonan and
Associates); 6.) Mr. Ruel L. Tabila and Ms. Marieta Tabila (Valdez Surveying and
Realty Services); 7.) Mr. Carlito H. Ocuaman (J.R. Fernandez Surveying and
Engineering Services)

58 I. CALL TO ORDER

59

60 Usec. Alain Del B. Pascua, BAC I Chairperson, presided and called the pre-
 61 bid conference to order at 9:00 A.M. The BAC Secretariat documented the
 62 minutes of meeting.

63

64

65 II. CERTIFICATION OF QUORUM

66

67 The BAC I Chairperson certified that the quorum of the BAC was present to
 68 transact business. He acknowledged the presence of the BAC members, BAC
 69 Secretariat, Technical Working Group (TWG), observers, and prospective
 70 bidders.

71

72 III. HIGHLIGHTS OF DISCUSSION

73

74 The BAC I Chairperson welcomed everyone to the pre-bid conference.

75

76 Dir. Rizalino Jose T. Rosales, Regular Member, gave a brief description of the
 77 project and asked the prospective bidders to introduce themselves and the
 78 company they represent. Moreover, the BAC I Chairperson announced that
 79 the floor was open to queries, information, proposals or other concerns
 80 coming from the shortlisted bidders on the assumption that the shortlisted
 81 bidders have downloaded bidding documents from the PhilGEPS, requested
 82 from the BAC Secretariat for copies of the same, or bought copies of the
 83 same. The floor was open to all and the BAC Secretariat moderated the
 84 discussion.

85

86 Ms. Christa O. Nicolas, BAC Secretariat, proceeded with the presentation of
 87 the project information and focused on the salient features of the Bidding
 88 Documents and opened the floor for queries after each provision as follows:

89

90

<i>Other Matters</i>			
<i>Provision</i>	<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
	From VHD: Is the timeframe for Region 1 and CAR the same with other Regions?	Yes, the same number of days. The Regions were clustered strategically and geographically.	N
	From VHD: Is it possible to increase the number of days for the timeframe?	This is noted. The End-User will check it and will make recommendations regarding this issue.	N
	From Alterra Geomatics and Construction (Engr. Jose B. Gavino, Jr.): Is the master list of schools for planning already available? How can we access it?	Yes, the master list are always available. The bidders will be given a copy of the target schools for	N

		their objective computation of expenses and costing before they submit their bids.	
--	--	--	--

91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141

Usec. Alain Del B. Pascua instructed Ms. Christa Nicolas, BAC Secretariat, to give all the potential bidders a copy of Sealing and Marking of Bids for the Technical and Financial proposal documents.

The BAC I Chairperson announced that having exhausted most of the bidders' queries and issues, the prospective bidders may write a clarification which may be sent via the BAC Secretariat e-mail address on or before December 5, 2019, 12:00 P.M. Furthermore, the BAC I Chairperson stated the BAC will issue a Bid Bulletin if necessary on or before December 6, 2019.

Having no other matters to discuss, the pre-bid conference was adjourned at 10:05 A.M.

Prepared by:


RALLY M. JANDOC
AS I
BAC Secretariat Division

Reviewed by:


CHRISTA O. NICOLAS
STA II
BAC Secretariat Division

142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176

Minutes of Pre-Bid Conference

Project No. : **2019-08-AdmS4(035)-BI-CB-011**
Project : **Procurement of Service Provider for the Preparation of School Site Development Plan for Various Schools**
ABC : **PhP 434,998,012.00**
End-User : **Education Facilities Division**
Date & Time : **December 4, 2019; 8:00 A.M.**
Venue : **Education Facilities Division Conference Room, 5th Floor Mabini Building, DepEd Complex, Meralco Avenue, Pasig City**

Concurred by:
BIDS AND AWARDS COMMITTEE I



ALAIN DEL B. PASCUA
Undersecretary and Chairperson


RIZALINO JOSE T. ROSALES
Director IV and Regular Member


DIOSDADO S. MEDINA
Provisional Member



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
 KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION



Form No. BACSO19,
 V042219

PROCUREMENT MANAGEMENT SERVICE

Room M-511, 5th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines

Website: <http://www.deped.gov.ph>; email: depedcentral.bacsecretariat@deped.gov.ph

Telefax: 633.93.43 / 636.65.42

Bids and Awards Committee I

ATTENDANCE SHEET

- Pre-Procurement Conference
 Pre-Bid Conference
 Bid Opening
 Other BAC Meeting;
- (s) **Procurement of Service Provider for the Preparation of School Site Development Plan for Various Schools**




December 4, 2019

Time

8:00 AM

EFD Conference Room, 5th Floor Mabini Building, DepEd Complex, Meralco Avenue, Pasig City

Name / Position	Signature	Name / Position	Signature	Name / Position	Signature
Officials			BAC Secretariat Division		
Chairperson		James Ronald G. Ybiernas, PDO III		Paula Janine L. Manuel, TA II	
Main Del B. Pascua		Jose Antonio G. Flores, AO IV		Phoebe Ann R. Wagan, TA II	
Vice Chairperson		Jessa B. Buela, AO II		John Raymar C. Cheng, TA I	
Joan G.L. Orebia		Marilou A. Caagbay, AO II		Andrew M. Felipe, AS II	
Member		Raquel S. Familiar, AA III		Reymark B. Nagallo, AS II	
Salvino Jose T. Rosales		Marigin de Jack S. Salayon, AA III		Lee Jeffrey Roedell C. Oliva, AS II	
Member		Ivy E. Acebo, STA II		Marianes M. Parcon, AS II	
Alfredo S. Medina		Lady Love S. Arenas, STA II		Homer A. Silva, AS II	
Member		Joyce Anne C. Morales, STA II		Daniilo P. Catague, Driver II	
Chairman		Christa O. Nicolas, STA II		Adrian Paul D. Esplana, Messenger	
Member		Lauro L. Roberto, Jr., STA I		Arben A. Gomez, Messenger	
Member		Jay Valerie A. Baladiang, TA II		RALLY JANDOC, AS I	
Procurement Management Service					
Erestain, Director IV					

Name / Office	Signature	Name / Office	Signature	Name / Office	Signature
Chemical Working Group (TWG)					
M. C. TAGAO		EPD / DEPED			
R. G. ALABASO		EPD / DEPED			
-User Representative(s)-					
Server(s)					
Melbo B. Famosca		WA			
A. Banista		CSA			



PROCUREMENT MANAGEMENT SERVICE

Room 511, 5th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines

Website: <http://www.deped.gov.ph>; email: depedcentral.bacsecretariat@deped.gov.ph

Telefax: 633.93.43 / 636.65.43

Bids and Awards Committee ◆ I

ATTENDANCE SHEET FOR BIDDERS

◇ Pre-Procurement

◆ Pre-Bid Conference

◇ Bid Opening

◇ Other BAC Meeting

Project(s) : **Procurement of Service Provider for the Preparation of School site Development Plan for Various Schools**

Date : **December 4, 2019**

Time: **9:00 AM**

Venue : **EFD Conference Room, 5th Floor, Mabini Building, DepED Complex, Meralco Avenue. Pasig City**

PLEASE PRINT LEGIBLY.

No.	FULL Name of Company	Name of Representative	Contact No.	Signature	Bidder has purchased BDs	Date & Time of Submission of Bids (for BO only) <i>Email add</i>
1	A.C TIBAN SURVEYING OFFICE	ROCKSON PISTOLA	09391880543			anterotiban@yahoo.com
2		ANTERO C. TIBAN	09271823246			
3	ALTEIRA GEOMATICS & CONST AFFLORIN DESIGN & CONSTRUCTION	USEB GAVINO JR	0916 1297600			jungavino@gmail.com
4	R.C. TOLLO SURVEYING SERVICES	MICHELLE MANUEL	09167481479			rcollo.surveying.services@gmail.com
5	R.C. TOLLO	ROYNILL TUBIAN	09167481479			
6	THE TAN SURVEYING VIRCON SURVEY SERVICES PINTOR SURVEYING	ENGR. ROBERT YAP	09987928194			bobbyyap33@yahoo.com
8	ALTEIRA GEOMATICS + CONST AFFLORIN DESIGN + CONST	STERVARE GAVINO	0947222556			stervaregavino@gmail.com
9	ENRIQUE O. DELANAN & ASSOCIATES	MERRIAM BERTUMEN MARIVION DELA ROSA	09271510309			mariviondelarosa1991@gmail.com
10	VALDEZ SURVEYING & REALTY SERVICES	RUEL L. TROSA	09176307482			ruel70@gmail.com
11	JAVEZ SURVEYING	MARIEDA TROSA FORNANDO VALDEZ JR				jjvjsurveying@gmail.com
12	VALENZUELA SURVEYING AND ENG. SERVICES	CHRISTO H. OCUNIAN	0925430167			ocunianchristo@yahoo.com
13						
14						
15						
16						
17						
18						
19						
20						