



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
 Quality Management System

Title/Description:

PRE-BID CONFERENCE
 Minutes of Meeting

Date:	Started:	Adjourned:	Venue:
June 11, 2025	10:00 A.M.	11:33 A.M.	BAC Conference Room, DPWH – Surigao del Norte 2nd District Engineering Office, Surigao City

Attachments

1. Attendance Sheet (DPWH-QMSP-01-02-Rev01)
2. Notice of Meeting/Memorandum requiring the said meeting, if applicable

Agenda (attach Notice of Meeting/Memorandum requesting the Meeting):

Call to Order

Agenda 1: Pre-bid Conference for the following projects:

1. **24NG0116**/CONSTRUCTION OF FMR BRGY. SICO-SICO TO BRGY. SAN ISIDRO, GIGAQUIT, SURIGAO DEL NORTE
ABC : P 49,750,000.00/ 230 CD
2. **25NG0106**/CONCRETING OF BALIW-DANAO, BRGY. LAUREL FMR, BRGY. LAUREL, TAGANA-AN, SURIGAO DEL NORTE
ABC : P 14,925,000.00/80 CD
3. **25NG0107**/CONSTRUCTION OF RAINWATER COLLECTION SYSTEM (RWCS)/BARANGAY HALL, BRGY. BINGA MAINIT, SURIGAO DEL NORTE - HEALTH CENTER, BRGY. BINGA, MAINIT, SURIGAO DEL NORTE - CANTUGAS CULTURAL NATIONAL HIGH SCHOOL, BRGY. CANTUGAS, MAINIT, SURIGAO DEL NORTE - MULTI-PURPOSE BUILDING, BRGY. SAN ISIDRO, MAINIT, SURIGAO DEL NORTE - EVACUATION CENTER, BRGY. MAGSAYSAY, MAINIT, SURIGAO DEL NORTE - PUBLIC MARKET, BRGY. QUEZON, MAINIT, SURIGAO DEL NORTE - HEALTH CENTER, BRGY. MAGPAYANG, MAINIT, SURIGAO DEL NORTE - MULTI-PURPOSE BUILDING, BRGY. BOBONAON, MAINIT, SURIGAO DEL NORTE - DAYCARE, BRGY. SAN PABLO, TUBOD, SURIGAO DEL NORTE - HEALTH CENTER, BRGY. SAN PABLO, TUBOD, SURIGAO DEL NORTE - PONGTUD ELEMENTARY SCHOOL, BRGY. PONGTUD, ALEGRIA, SURIGAO DEL NORTE
ABC : P 2,605,500.00/90 CD
4. **25NG0002 (G) (RE-AD)**/SUPPLY, DELIVERY AND INSTALLATION OF STRUCTURED NETWORK CABLING AND ACTIVE COMMUNICATION EQUIPMENT FOR PUBLIC INFORMATION UNIT, CASH UNIT AND MULTI-PURPOSE BUILDING (MPB), DPWH SDN 2ND DISTRICT ENGINEERING OFFICE, SURIGAO CITY
ABC : P 2,268,217.28/120 CD

Agenda 2: Other Matters Discussed

Summary by BAC of Proceedings, including Supplemental/Bid Bulletins to be issued

Adjournment

Agenda	Session Highlights and Discussion
Call to Order	Upon declaration of a quorum, the BAC Chairman, Engr. Rommel A. Piape, called the meeting to order at 10:00 A.M. and presided the Pre-Bid Conference for the abovementioned projects.



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**Agenda 1: Pre-bid
 Conference of the
 abovementioned
 projects**

Engr. Rommel A. Piape, BAC Chairman, presented the contract data for the projects hereunder:

1. **25NG0106/CONCRETING OF BALIW-DANAO, BRGY. LAUREL FMR, BRGY. LAUREL, TAGANA-AN, SURIGAO DEL NORTE**

a. Brief on Basic Contract Data

Contract Description:

ROADS: CONSTRUCTION-PCCP

Approved Budget Contract: P 14,925,000.00

Contract Duration: 80 CD

After enumerating the contract data, the BAC Chairman then enumerated the technical and financial documents required in the Bidding Documents.

b. Review of Requirements of Bidding Documents

Equipment Requirements:

Equipment's required were read as indicated in the Program of Work.

Scope of Work:

Items of work were read as indicated in the Program of Work.

c. Review of Documents to be submitted by the Bidder – Bid Form, Technical and Financial Proposals; and Explanation of Criteria for Eligibility Screening, Preliminary Examination of Bids, Evaluation of Bids, and Post-Qualification

i. Eligibility Documents/Technical Proposal: Registration Certification from SEC, DTI for Sole Proprietorship, CDA for Cooperatives, Mayor's Permit, Statement of all on-going & Completed Government & Private Contracts with in the Ten (10) Years. PCAB License, Latest Audited Financial Statements Stamped Received by BIR, NFCC Computation or Credit Line Commitment, Valid Joint Venture Agreement (JVA).

Bid Security, Form of Bid Security, Issuing Company, Number, Official Receipt No., Bid Security Amount, Validity Period; Duly Signed Organizational Chart for the Project; Duly signed Contractor's Certification on Key Personnel for the Contract; with Key Personnel's Affidavit of Commitment to work on the contract with Complete Qualification & Experience Data; Duly signed List of Contractor's Equipment Pledge to the Contract supported with proof of Ownership;

Sworn Statement in Accordance with Section 25.2 (b) (iv) of the IRR of R.A. 9184, Affidavit of compliance to section 11.A.4, Conflict of Interest, provided in the PBD'S.



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- ii. Financial Proposal: Duly signed Bid Prices in the Bill of Quantities, Duly signed Detailed Estimates & Duly signed Cash Flow by Quarter Schedule.

Questions and Comments from Bidders and Responses of BAC and Other DPWH Officials:

- *Engr. Hurboda, Planning and Design Section representative, informed the BAC and others present that the project will connect to the LGU's project.*
- *Engr. Pejan, BAC Vice-chairman, asked the length of the project in meters.*
- *Engr. Hurboda responded that it was 620 meters.*
- *Engr. Pejan asked if there was no problem with the project site and the Road-Right-of-Way.*
- *Engr. Hurboda responded that there will be properties that will be affected.*
- *Mr. Ga, Planning and Design Section representative, informed everyone that they have identified seven land owners. He also stated that the proposal for the project was 81,580 plus the additional processing of the cutting permit. He added that it includes 59 coconut trees at 150 with a grand total of 90,230.*
- *Engr. Pejan asked for the purpose of the 150.*
- *Mr. Ga responded that it was for the cutting permit, wherein it will be 150 per piece.*
- *Engr. Pejan asked if this payment was included in the project.*
- *Mr. Ga confirmed that it was included in the project.*
- *Engr. Pejan asked for the item where the removal was included.*
- *Engr. Hurboda responded that it was included in the item for removal of perennial.*
- *Engr. Pejan asked for the quantity for this.*
- *Engr. Hurboda responded that it was in lumpsum.*
- *Engr. Pejan asked if all of it was accounted, including the coconut trees and perennial trees.*
- *Mr. Ga confirmed that it was all accounted.*
- *Engr. Pejan asked about the structure that will be affected by the project.*
- *Mr. Ga responded that there will be no structure that will be affected, since it was an agricultural land.*
- *Engr. Capila, BAC Member, stated that the road was existing.*
- *Engr. Hurboda confirmed Engr. Capila's statement.*
- *Engr. Piape, BAC Chairman, also stated that this project was under the DA.*
- *Engr. Hurboda also confirmed Engr. Piape's statement.*
- *Engr. Piape asked if they have acquired the certification of no objection from the DA.*
- *Engr. Hurboda responded that he thinks that Engr. Arguillas of Planning and Design Section has already the certification.*
- *Engr. Piape asked if it was already approved by the DA.*
- *Engr. Hurboda confirmed that it was already approved.*
- *Engr. Piape told Engr. Hurboda that this means the project will proceed.*
- *One of the representatives from the Municipal Office of Tagana-an asked if they can have a copy of the lists of affected lands.*
- *Engr. Piape responded that they will be provided with a copy.*
- *Engr. Capila asked if this was already coordinated with the Barangay.*



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- The representatives of Planning and Design Section confirmed that it was already coordinated with the Barangay. They also stated that the road was already existing.
- Engr. Capila asked if the affected land owners were already informed about this.
- The representatives of Planning and Design Section confirmed that the land owners were already informed.
- Engr. Capila asked if they have showed to the affected land owners the construction limits of the project.
- Mr. Ga confirmed that they have showed it to the affected land owners.
- Engr. Ronald C. Ebol, Municipal Engineer of LGU Tagana-an, informed the BAC that the Municipal Mayor has a concern with this project, since the existing road where the project will connect was only four meters but this project will be five meters. He said that their mayor would like to ask if it will be okay to make it four meters, the same as the existing road.
- Engr. Piape responded that they cannot adjust it to four meters, because they have an existing MOA with the DA regarding the width of road that should be followed. He added that before the project will be procured, it was checked by the DA to ensure that it followed what was stated in the MOA, therefore they cannot make any revisions with the width of the road.
- Engr. Ebol mentioned that based on his understanding that the reason why the mayor suggested to adjust the width of the road was in order to make the length of the road longer. He stated that they have a reservoir on the upper portion of the road, and the mayor was targeting to at least reach a bit closer to that area, and so that in the future the road length needed to connect from the road going to the said area will be smaller.
- Engr. Piape stated that their suggestion will be difficult to do, since they will have to submit it to the DA. He reiterated that before the project will be procured, the plan was checked by the DA. He stated that if during the implementation the DA will approve it, an as tech will be made for this.
- Engr. Ebol responded that he will inform their mayor about this matter.
- Later a representative from DA, Mr. Wilfredo A. Lawaton, Jr., was given a summary of the discussions made earlier regarding the project.

2. **24NG0116/CONSTRUCTION OF FMR BRGY. SICO-SICO TO BRGY. SAN ISIDRO, GIGAQUIT, SURIGAO DEL NORTE**

a. Brief on Basic Contract Data

Contract Description:

ROADS: CONSTRUCTION-PCCP

Approved Budget Contract: P 49,750,000.00

Contract Duration: 230 CD

After enumerating the contract data, the BAC Chairman then enumerated the technical and financial documents required in the Bidding Documents.



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b. Review of Requirements of Bidding Documents

Equipment Requirements:

Equipment's required were read as indicated in the Program of Work.

Scope of Work:

Items of work were read as indicated in the Program of Work.

c. Review of Documents to be submitted by the Bidder – Bid Form, Technical and Financial Proposals; and Explanation of Criteria for Eligibility Screening, Preliminary Examination of Bids, Evaluation of Bids, and Post-Qualification

- i. Eligibility Documents/Technical Proposal: Registration Certification from SEC, DTI for Sole Proprietorship, CDA for Cooperatives, Mayor's Permit, Statement of all on-going & Completed Government & Private Contracts with in the Ten (10) Years. PCAB License, Latest Audited Financial Statements Stamped Received by BIR, NFCC Computation or Credit Line Commitment, Valid Joint Venture Agreement (JVA).

Bid Security, Form of Bid Security, Issuing Company, Number, Official Receipt No., Bid Security Amount, Validity Period; Duly Signed Organizational Chart for the Project; Duly signed Contractor's Certification on Key Personnel for the Contract; with Key Personnel's Affidavit of Commitment to work on the contract with Complete Qualification & Experience Data; Duly signed List of Contractor's Equipment Pledge to the Contract supported with proof of Ownership;

Sworn Statement in Accordance with Section 25.2 (b) (iv) of the IRR of R.A. 9184, Affidavit of compliance to section 11.A.4, Conflict of Interest, provided in the PBD'S.

- ii. Financial Proposal: Duly signed Bid Prices in the Bill of Quantities, Duly signed Detailed Estimates & Duly signed Cash Flow by Quarter Schedule.

Questions and Comments from Bidders and Responses of BAC and Other DPWH Officials:

- *Engr. Pejan expressed that he noticed that there were some items that have greater quantities in the plan when compared to the program. He asked Engr. Patagan, Planning and Design Section representative, for their explanation on this matter.*
- *Engr. Patagan explained that the items as per plan includes the whole project and the length as per survey that was provided to them. He gave an example which was the surplus rock excavation, and he explained that the quantities of the said item were only 10,300 because the hard rock portion only started at a certain station and it will end at the cut portion. He added that it was the reason why only 10,300 was considered and it was the same with the other items.*



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- *Engr. Pejan expressed that this was already discussed before. He stated that the quantities must be, supposedly, as per the limit of the project. He added that what happened here was that they exceeded, since the project was up to that portion only.*
- *Engr. Patagan responded that he will take note of this. He also stated that he will correct this and will make the quantities the same.*
- *Engr. Pejan asked for the concreting needed for the project.*
- *Engr. Patagan responded that it will be 1,080.*
- *Engr. Pejan stated that with that 1,080, all quantities included should be within this limit and should not exceed otherwise, it will become inconsistent with the target plan.*
- *Engr. Patagan responded that he will correct this.*
- *Engr. Piape commented that this has been discussed before, and he advised the Planning and Design Section representatives that the plan should be consistent with the program.*
- *Mr. Alfredo E. Alvarez, CARPO-DAR representative, commented that the reason why there was an excess was maybe because there was a critical need in the project that needs to be addressed based on what was seen during the planning.*
- *Engr. Piape explained that this has happened because the whole survey limit was the one placed in the plan, and it was quantified from the start of the project to the end which became the quantity of the plan. He added that during the preparation of the program, it happens that the budget of the project was only 50 million, thus the station limit of the project was only up to a certain station. He further explained that the length as per survey was 2 km., but the length of the project based on the approved budget was only 1.08 km. He added the length should be cut and should fit to its limit. He also clarified that the excess does not mean that there was a need for it, rather it was a habit by the Planning and Design Section to make it a master plan. He added that the whole stretch was surveyed so that the conduct of the survey will not be redundant and if there will be funds in the future to continue the remaining length, it will just tap on the project.*
- *Mr. Alvarez asked, as far as project fund is concern, if it will cover in the one indicated in the program.*
- *Engr. Patagan confirmed that it will be covered.*
- *Engr. Piape added that it was not indicated only in the summary of quantities.*
- *Mr. Alvarez asked if the excess length will still be accommodated by the fund.*
- *Engr. Pejan responded they cannot be sure of it.*
- *Engr. Capila also responded that the one that was surveyed has a length of 2 km., but the budget of the project can only cover up to 1.08 km., therefore the project will focus on this portion only, and the limits beyond it is no longer part of the contract.*
- *Mr. Alvarez again asked if the excess amount from the approved budget can be used, since for them as a funding agency they will exhaust whatever was in the funding.*
- *Engr. Capila responded that if after the project will be bid out, and if there will be unobligated balances, they can still utilize it for the project through variation order.*
- *Engr. Patagan informed everyone that at sta. 0 to sta. 846.86 it will be common soil, while at sta. 846.86 onwards it will be hard rock and it was already considered.*
- *Engr. Capila asked how the hard rock was verified.*
- *Engr. Patagan responded that it was based on the one indicated in the survey.*



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- *Engr. Capila asked if they have coordinated with the Quality Assurance Section (QAS) for the conduct of testing to identify the hard rock. He stated that they should have at least supporting documents that shows that it was indeed a hard rock. He reiterated that it should have been tested with the QAS so they will have supporting documents for this.*
- *Engr. Piape advised the representatives of Planning and Design Section that they should coordinate with the QAS since they have certifications for this.*
- *Engr. Capila asked if this was an opening road.*
- *Engr. Piape responded that it was not an opening road, since there was an existing road there, but they were unsure of this. He added that the rock there was called locally as "igang" which means that it was really a hard rock.*
- *Engr. Capila suggested that there should be a test to verify this.*
- *Engr. Piape instructed Engr. Dapar, OIC Chief of Planning and Design Section and BAC TWG Head, to coordinate with the Quality Assurance Section.*
- *Engr. Capila expressed that he has some concerns with regards to the disposal area for the excavation. He asked if the surplus was big.*
- *Engr. Patagan confirmed that it was big.*
- *Engr. Capila stated that there should be a certification so that the area for the disposal will be identified, so there will be no problem during the project implementation.*
- *Engr. Piape stated that he has already mentioned this to Engr. Arguillas of Planning and Design Section and therefore, it should proceed. Then, he asked for the criteria that was followed and if there was a MOA for this, since it was their first project from DAR.*
- *Engr. Patagan confirmed that there was a MOA.*
- *Engr. Piape asked if the design criteria for this was having a width of only 5 meters and a thickness of 20.*
- *Engr. Patagan responded that it was generalized in the MOA.*
- *Engr. Piape expressed that the thickness of 20 will not be sufficient for this.*
- *Engr. Capila expressed that he would like to clarify the process of the implementation so that they will have guidelines for this.*
- *Engr. Piape stated that there was a new one there wherein the thickness of 20 was not adopted.*
- *Later, Engr. Arguillas of Planning and Design Section arrived at the venue and he was asked by Engr. Piape about the criteria used for this, since the width of the road was 5 meters and the thickness was only 20.*
- *Engr. Arguillas responded that he just followed the D.O. for the Farm to Market Road. He stated that he has already asked the Municipal Engineer of LGU Gigaquit, and he found that the request of the LGU was a road with a width of 5 meters and 0.2 thickness. He added that based on the D.O., the minimum thickness required was 0.2 and the width was 5 meters, which was the one he followed.*
- *Engr. Piape expressed that it was only the minimum, but when it comes to the vehicles that will pass through it, they have to consider if the thickness has the capacity to carry the load of vehicles, specifically trucks, that will pass through it.*
- *Engr. Arguillas responded that based on their meeting with Engr. Nick and during their validation of the site, the LGU suggested to make the width only 5 meters.*



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- Engr. Piape told Engr. Arguillas that they were the ones who knew the situation there, considering that it was only the minimum.
- Engr. Arguillas also responded that another thing also was they need to have an EEBT as requirement for the pavement analysis, but they do not have any data for this. He added that there might be at Sapa but they have none for the opening areas. He stated that he can provide a pavement analysis if the QAS in the Office will get the CBR.
- Engr. Piape expressed that it was not an opening road.
- Engr. Arguillas responded that he mentioned that it was an opening because there were no existing vehicles that passes through this road.
- Engr. Piape expressed that none will pass through it, since it was not passable.
- Engr. Capila asked if there were no guidelines emphasized for this just like in the DA.
- Engr. Arguillas responded that it was as per request of the LGU to the DAR.
- Engr. Piape asked if the mayor was aware of this.
- Engr. Arguillas confirmed that the mayor was aware of this.
- Engr. Piape asked if the meeting they have conducted was documented.
- Engr. Arguillas responded that during their validation of the site, they went to the Municipal Office.
- Engr. Piape advised Engr. Arguillas to talk with the mayor again about this matter, such as the thickness and width, and they should open about their proposed road that goes along the river.
- Engr. Pejan expressed that even if a 2.5 meters width will not be enough there especially for dump trucks.
- Engr. Piape advised the Planning and Design Section representatives that they can make a standard design since it was the Office who designed it.
- Engr. Arguillas responded that the LGU was only after the length of the road.
- Engr. Capila asked about the status of the Right-of-Way.
- Mr. Ga, Planning and Design Section representative, responded that the land owners where already identified and they have already a costing for this.
- Engr. Capila asked if the land owners were already informed.
- Mr. Ga responded that the land owners were already informed.
- Engr. Capila suggested that they should focus only the stations within the project's limits.
- Mr. Ga responded that it was within the station limits of the project.
- Engr. Arguillas informed everyone that according to Engr. Nick of LGU Gigaquit it was already a road, therefore there was no problem with regards to the Right-of-Way.
- Mr. Alvarez stated that he will still inquire their Regional Office regarding the prescribe thickness of road.
- Engr. Arguillas told Mr. Alvarez that they will provide a copy of the Department Order with regards to the guidelines.
- Engr. Piape asked if the plan for this project was already approved.
- Engr. Arguillas confirmed that it was already approved and the POW was already concurred. He also assured the BAC that he will discuss this again with Engr. Nick.
- Engr. Piape told Mr. Alvarez that the project will proceed since it was already concurred by their office, and he assumed that they have agreed with this. He added that he does not think that they will concur if this did not go through their Technical Personnel.



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He also informed him of the schedule of the bid opening which will be on June 24, 2025 and the last day for posting of addendum will be on June 17, 2025.

3. **25NG0107/CONSTRUCTION OF RAINWATER COLLECTION SYSTEM (RWCS)/** BARANGAY HALL, BRGY. BINGA MAINIT, SURIGAO DEL NORTE - HEALTH CENTER, BRGY. BINGA, MAINIT, SURIGAO DEL NORTE - CANTUGAS CULTURAL NATIONAL HIGH SCHOOL, BRGY. CANTUGAS, MAINIT, SURIGAO DEL NORTE - MULTI-PURPOSE BUILDING, BRGY. SAN ISIDRO, MAINIT, SURIGAO DEL NORTE - EVACUATION CENTER, BRGY. MAGSAYSAY, MAINIT, SURIGAO DEL NORTE - PUBLIC MARKET, BRGY. QUEZON, MAINIT, SURIGAO DEL NORTE - HEALTH CENTER, BRGY. MAGPAYANG, MAINIT, SURIGAO DEL NORTE - MULTI-PURPOSE BUILDING, BRGY. BOBONAON, MAINIT, SURIGAO DEL NORTE - DAYCARE, BRGY. SAN PABLO, TUBOD, SURIGAO DEL NORTE - HEALTH CENTER, BRGY. SAN PABLO, TUBOD, SURIGAO DEL NORTE - PONGTUD ELEMENTARY SCHOOL, BRGY. PONGTUD, ALEGRIA, SURIGAO DEL NORTE

a. Brief on Basic Contract Data

Contract Description:

WATER SUPPLY (LEVEL 1): CONSTRUCTION (SHALLOW WELLS/RAINWATER COLLECTORS)

Approved Budget Contract: P 2,605,500.00

Contract Duration: 90 CD

After enumerating the contract data, the BAC Chairman then enumerated the technical and financial documents required in the Bidding Documents.

b. Review of Requirements of Bidding Documents

Equipment Requirements:

Equipment's required were read as indicated in the Program of Work.

Scope of Work:

Items of work were read as indicated in the Program of Work.

- c. Review of Documents to be submitted by the Bidder – Bid Form, Technical and Financial Proposals; and Explanation of Criteria for Eligibility Screening, Preliminary Examination of Bids, Evaluation of Bids, and Post-Qualification

- i. Eligibility Documents/Technical Proposal: Registration Certification from SEC, DTI for Sole Proprietorship, CDA for Cooperatives, Mayor's Permit, Statement of all on-going & Completed Government & Private Contracts with in the Ten (10) Years. PCAB License, Latest Audited Financial Statements Stamped Received by BIR,



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NFCC Computation or Credit Line Commitment, Valid Joint Venture Agreement (JVA).

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Sworn Statement in Accordance with Section 25.2 (b) (iv) of the IRR of R.A. 9184, Affidavit of compliance to section 11.A.4, Conflict of Interest, provided in the PBD'S.

ii. Financial Proposal: Duly signed Bid Prices in the Bill of Quantities, Duly signed Detailed Estimates & Duly signed Cash Flow by Quarter Schedule.

Questions and Comments from Bidders and Responses of BAC and Other DPWH Officials:

- *Engr. Gulfo, Planning and Design Section representative, informed the BAC and others present that the project has eleven locations. He also stated that the tank will be stainless and with a capacity of 6,000 liters.*
- *Engr. Dapar asked about the pipes.*
- *Engr. Gulfo responded that it was included in the program.*
- *Engr. Pejan asked if all of it were two storey buildings.*
- *Engr. Gulfo responded that there were locations with only one storey building.*
- *Engr. Capila shared that there was one similar project at Alegria before, wherein the middle portion in between its foot bent.*
- *Engr. Gulfo asked if he was referring to the steel support.*
- *Engr. Capila pointed the similar portion in the plan to demonstrate the one he was referring about.*
- *Engr. Gulfo responded that he was not aware of this incident.*
- *Engr. Capila suggested that maybe they should cover the whole portion so that all of it will be supported.*
- *Engr. Piape expressed that this might not be included in the computation.*
- *Engr. Gulfo responded that it will be included when the horizontal tank will be purchased, and the work to be done was only the lean concrete. He added that the specifications of the support were already included in the tank.*
- *Engr. Piape suggested that they should include a concrete support in the middle portion.*
- *Engr. Gulfo responded that he will take note of this.*
- *Engr. Capila asked Engr. Gulfo if he was not informed about this by Arch. Preciados of Planning and Design Section.*
- *Engr. Gulfo responded that he was not informed or aware about this before.*



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4. 25NG0002 (G) (RE-AD)/SUPPLY, DELIVERY AND INSTALLATION OF STRUCTURED NETWORK CABLING AND ACTIVE COMMUNICATION EQUIPMENT FOR PUBLIC INFORMATION UNIT, CASH UNIT AND MULTI-PURPOSE BUILDING (MPB), DPWH SDN 2ND DISTRICT ENGINEERING OFFICE, SURIGAO CITY

a. Brief on Basic Contract Data

Contract Description:

SUPPLY, DELIVERY AND INSTALLATION OF STRUCTURED NETWORK CABLING AND ACTIVE COMMUNICATION EQUIPMENT

Approved Budget Contract: P 2,268,217.28

Contract Duration: 120 CD

Scope of Work:

Items of work were read as indicated in the Program of Work.

After enumerating the contract data, the BAC Chairman then enumerated the technical and financial documents required in the Bidding Documents.

b. Review of Requirements of Bidding Documents

- i. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives;
- ii. Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located or the equivalent document for exclusive economic zones or areas;
- iii. Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR;
- iv. Filipino citizen or 60% Filipino-owned partnership/corporation;
- v. Completion of a similar contract costing at least 50% of the ABC within *[6 months]*; and
- vi. Net Financial Contracting Capacity (NFCC) at least equal to the ABC or in lieu of the NFCC computation, a committed line of credit (CLC) specific to the contract to be bid from a universal or commercial bank.
- vii. PhilGEPS Certificate of Registration (Platinum Membership) in accordance with Section 8.5.2. of the 2016 Revised IRR of RA 9184.

- c. Delivery of the Goods is required 120 calendar days. The winning bidder/AWARDEE shall be responsible for the source of his supplies/materials/equipment shall make deliveries in accordance with schedule, quality and specification of the award and purchase order. Failure by the winning bidder/AWARDEE to comply with the same shall be ground for cancellation of the award and purchase order to that AWARDEE and for re-awarding the items(s) to the ALTERNATE AWARDEE.



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	<p>d. Other Matters Discussed:</p> <ul style="list-style-type: none"> i. That the bid security may be in the form of bid securing declaration duly notarized. ii. All bid proposal should be properly paginated/tabbed and hard-bounded; iii. In view of DO #151 Series of 2016 prescribing the use of DPWH Procurement Manual dated June 2016, all participating bidders urge to use A4 size bond paper for the Technical and Financial Documents (duly accomplished forms) as specified in the Bidding Documents (BD's) in two (2) separate sealed bid envelopes to the BAC Chairman; iv. The proprietor/manager/secretary/duly designated liaison officer of the firm, are the only appropriate persons who will be acknowledged by the BAC in all the procurement process; Furthermore, based on the Memo dated July 24, 2015, the BAC can now view the authorized liaison officer of the contractor submitting its bid from the contact person verification function of the CWR to prevent unauthorized submission of bids. v. Based on Article VIII, Sec. 25 of R.A. 9184 that the Bids shall be received by the BAC on such date, time and place specified in the invitation to bid. The deadline for the receipt of bids shall be fixed by the BAC, giving it sufficient time to complete the bidding process and giving the prospective bidder's sufficient time to study and prepare their bids. The deadline shall also consider the urgency of the procurement involved. Bids submitted after the deadline shall not be accepted. <p><u>Questions and Comments from Bidders and Responses of BAC and Other DPWH Officials:</u></p> <ul style="list-style-type: none"> • <i>NONE</i>
<p>Agenda 2: Other Matters Discussed</p>	<p>➤ The BAC Chairman informed the bidders:</p> <ul style="list-style-type: none"> a) That the bid security may be in the form of bid securing declaration duly notarized. b) That failure to submit the complete list/details of the equipments/technical personnel pledge to the proposed contract will be a ground for post-disqualification; (forms of which could be obtain from the website or at the BAC office); and also, on DO #58 S. of 2012; it states that Inclusion of Material Data on the Pledged Equipment of the bidder in his Bid Documents is a requirement. Failure to comply with the said requirement will result in the bidder's automatic post-disqualification for award of contract & forfeiture of its bid security. c) All bid proposal should be properly paginated, tabbed by its content name and hard-bounded; d) In view of DO #151 Series of 2016 prescribing the use of DPWH Procurement Manual dated June 2016, all participating bidders urge to use A4 size bond paper for the Technical and Financial Documents (duly accomplished forms) as specified in the Bidding Documents (BD's) in two (2) separate sealed bid envelopes to the BAC Chairman;



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
 Quality Management System

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PRE-BID CONFERENCE
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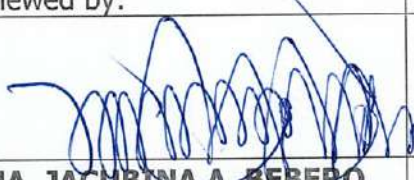

- e) The proprietor/manager/secretary/duly designated liaison officer of the firm, are the only appropriate persons who will be acknowledged by the BAC in all the procurement process; Furthermore, based on the Memo dated July 24, 2015, the BAC can now view the authorized liaison officer of the contractor submitting its bid from the contact person verification function of the CWR to prevent unauthorized submission of bids.
- f) Based on DO #129 S.2014, that approved Construction Safety and Health Program (CSHP) duly received by DOLE shall be the basis for the processing & approval of the Contract. No claims by the contractor (Advance Payment for first Billing) shall be processed and paid without the submission of the approved CSHP duly concurred by the DOLE.
- g) Revision of checklist for the bidding documents as per Memorandum dated July 24, 2015, submission of the following documents during the opening of Bids for eligibility processing shall no longer be required: 1.) Class "A" documents enumerated in Sec. 23.1 of the IRR of RA 9184 as part of the Technical envelope, considering that these should have been previously submitted to the Procurement Service and are captured in the Contractor's Information (CI) which is already accessible to RO's & DO's. Submission of the Class "B" document shall continue to form part of the technical envelope; 2.) Certificate of Registration of Contractor (CRC); and 3.) Contractors Information (CI).
- h) Based on Article VIII, Sec. 25 of R.A. 9184 that the Bids shall be received by the BAC on such date, time and place specified in the invitation to bid. The deadline for the receipt of bids shall be fixed by the BAC, giving it sufficient time to complete the bidding process and giving the prospective bidder's sufficient time to study and prepare their bids. The deadline shall also consider the urgency of the procurement involved. Bids submitted after the deadline shall not be accepted. Consequently, the new schedule of purchasing of bid documents is until 9:00 A.M for Civil Works Projects and 12:00 NN for Goods and Services Projects.
- i) Based on Section 21.2 (IRR of R.A. 9184) that Two (2) years after the effectivity of this IRR, advertisement in a newspaper of general nationwide circulation shall no longer be required. However, a Procuring Entity that cannot post its opportunities in the PhilGEPS for justifiable reason shall continue to publish its advertisements in a newspaper of general nationwide circulation.
- j) GPPB resolution No. 21-2017, Section 38.2, however, for purposes of expediency, economy and efficiency, as determined by the BAC, specific procurement activities may be held on a Saturday, Sunday, non-working day or holiday; provided, that the BAC, secretariat and TWG members, shall be available on such date, and the appropriate supplemental/bid bulletin is issued and posted pursuant to the posting requirements embodied in section 22.5.3 of this IRR.
- k) Based on D.O. 127, Series of 2018 "Strict Application of R.A. 9184 in the Conduct of Post-Qualification of Bidders with Delayed On-going Contracts with the DPWH." 1.



Republic of the Philippines
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	Verification & validation of contractor's SLCC; 2. Verification & validation of key technical personnel; 3. Verification, validation, inspection of capabilities of major equipment units; 4. Checking of performance of on-going contracts; 5. Checking results of CPES.		
	l) Unnumbered Memo dated August 22, 2018: Submission of List of Contractors with Deficiencies enumerated under Section 34.3.b.ii of the 2016 Revised IRR of R.A. 9184		
	m) GPPB Resolution 03-2018 (Approved March 9, 2018). The Minutes of the Pre-Bid Conference shall be made available not later than 5 calendar days after the PBC and shall be posted at the website of the procuring entities. Refer to: GPPB Circular 02-2018 and DPWH DMC # 41-2018.		
	n) Unnumbered Memorandum dated April 11, 2018: Temporary Suspension of Accreditation of the Citizens Crime Watch (CCW) as Civil Society Organization (CSO) partner of the Department of Public Works and Highways (DPWH).		
Summary by BAC of Proceedings, including Supplemental/Bid Bulletins to be issued	The BAC Chairman informed everyone that the BAC will issue a Supplemental/Bid Bulletin just in case there will be a modification, thus, he advised all prospective bidders to always check the PhilGEPS and DPWH websites for any information, changes or updates.		
Adjournment	There being no other remaining subjects for discussion, the Pre-Bid Conference adjourned at 11:33 A.M.		
Assignments to be validated in the next meeting:			
Item	Assignment	Person-in-Charge	Status (to be accomplished in the next meeting)
1	N/A	N/A	N/A
Review and Confirmation:			
Prepared by:		Reviewed by:	Approved by:
			
MA. JACUBINA A. BEBERO		MA. JACUBINA A. BEBERO	ROMMEL A. PIAPE
Head, BAC Secretariat		Head, BAC Secretariat	BAC Chairman



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
 Quality Management System

Title/Description:

PRE-BID CONFERENCE
 Attendance Sheet

Date:	Started:	Adjourned:	Venue:
June 11, 2025	10:00 AM	11:30 AM	BAC Conference Room, DPWH – Surigao del Norte 2 nd District Engineering Office, Surigao City

	Name	Position/Office	Sex	Signature
1.	Pikpe, Mx.			
2.	E. A. Pagan	E-III	M	
3.	CAPINA, ARNEL C.	E-III	M	
4.	WINSTON PATAGAN	PRR PER.	M	
5.	MYA JACOBIA A. DEPERO	E-II	F	
6.	JAMESON BARDALA	POII - MPD LLC - TACAPAN	M	
7.	ENGR. RONALD C. EBOL	ME / MED	M	
8.	Jenme A. Antboda	DPWH	M	
9.	FRANK EUBERT E. CUNO	E-II	M	
10.	VERGILIO G. ARREZA	ADMIN AIDE	M	
11.	GRACIANO L. GA, Jr.	ADMIN AIDE	M	
12.	Nesah B. Dapay	E-II	F	
13.	MYRA MESSIKAH C. ESTOBDO	MA	F	
14.	NILUPRO S. LANTION JR.	DA OFFICE MANAGER	M	
15.	Aifredo E. Alvares	CARPO - DAR	M	
16.	CRISTIANO S.	CMT-II	M	
17.	R. ENDEPA Jr.	E-II	M	



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
 Quality Management System

Title/Description:

PRE-BID CONFERENCE
 Attendance Sheet

Date:	Started:	Adjourned:	Venue:
June 11, 2025	10:00 am	11:55 am	BAC Conference Room, DPWH – Surigao del Norte 2 nd District Engineering Office, Surigao City

	Name	Position/Office	Sex	Signature
18.	SUNDAY ARGUILLAS	PDS REPRESENTATIVE	M	
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Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
**SURIGAO DEL NORTE 2ND
DISTRICT ENGINEERING OFFICE**
REGIONAL OFFICE XIII
Gov. Jose C. Sering Road, Surigao City

PHOTOS OF THE PRE-BID CONFERENCE





Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SURIGAO DEL NORTE 2ND
DISTRICT ENGINEERING OFFICE
Surigao City, Region XIII



NOTICE

June 4, 2025

Date

1. EDILBERTO A. PEJAN - BAC VICE - CHAIRMAN
2. ARNEL C. CAPILA - REGULAR BAC MEMBER
3. ESTEVE L. CABRERA - BAC PROVISIONAL MEMBER (FOR ALL TYPES OF PROCUREMENT)
4. ANTONIO L. PAZO - PROVISIONAL MEMBER (END-USER FOR GOODS PROJECTS)
5. MA. JACUBINA A. BEBERO - HEAD, BAC PROCUREMENT UNIT/BAC SECRETARIAT

Dear Sir / Madame :

We would like to inform you that the Department of Public Works and Highway - Bid and awards Committee (DPWH-BAC) will convene for the scheduled Procurement activities for the following project:

1. **25NG0002(G) (RE-AD) - SUPPLY, DELIVERY AND INSTALLATION AND STRUCTURED NETWORK CABLING, AND ACTIVE COMMUNICATION EQUIPMENT FOR PUBLIC INFORMATION UNIT, CASH UNIT, AND MULTI-PURPOSE BUILDING (MPB), DPWH SDN 2ND DISTRICT ENGINEERING OFFICE, SURIGAO CITY.**
(ABC : P 2,268,217.28) 120 CD

Below is the schedule of activities:

DATE	PARTICULARS	TIME/PLACE OF ACTIVITIES
June 11, 2025 (Wednesday)	Pre-Bid Conference	10:00 am at DPWH-BAC Conference Room
June 24, 2025 (Tuesday)	Bid Opening and Preliminary Examination	2:00 pm at DPWH-BAC Conference Room
June 24, 2025 (Tuesday)	Eligibility Checking	2:00 pm at DPWH Conference Room
June 25 - 26 2025 (Wed. - Thursday)	Bid Evaluation	10:00 am at DPWH Conference Room
June 27 - 30, 2025 (Friday - Monday)	Post - Qualification	10:00 am at DPWH Conference Room

For the information and guidance of all concerned.

Very truly yours,

ROMMEL A. PIAPE
Asst. District Engineer
BAC – Chairman



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SURIGAO DEL NORTE 2ND
DISTRICT ENGINEERING OFFICE
Surigao City, Region XIII



INVITATION TO OBSERVERS

June 4, 2025

Date

LORENZ G. BAGAYAS
State Auditor – III
DPWH -2nd District Engineering Office
Surigao City

REACH FOUNDATION
SURIGAO RURAL ENTRPRS ASSISTANCE CENTER FOUN. INC.
0646 M. Ortiz Street, Surigao City (E-mail: reachfdn@gmail.com)

MELVA P. GARCIA
President, Surigao Chamber of Commerce and Industry, Inc.
Surigao City

Sir/Madam:

We are please to inform and invite you about the following Procurement Activities, to wit:

1. **25NG0002(G) (RE-AD)/SUPPLY, DELIVERY AND INSTALLATION OF STRUCTURED NETWORK CABLING, AND ACTIVE COMMUNICATION EQUIPMENT FOR PUBLIC INFORMATION UNIT, CASH UNIT, AND MULTI-PURPOSE BUILDING (MPB), DPWH SDN 2ND DISTRICT ENGINEERING OFFICE, SURIGAO CITY.**
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You may attend the Pre-bid Conference and Bid Opening through videoconferencing via Zoom application using the following details: Meeting ID: 671 153 3492, Password : v4k4f4 or you may visit our official Youtube channel www.youtube.com/@DPWH.SDN2.DEQ.

For any queries please do not hesitate to contact our Head of the BAC-Secretariat, Engr. Ma. Jacobina A. Bebero through contact no. 0907 348 7133.

Thank you very much.

ROMMEL A. PIAPE
Asst. District Engineer
BAC – Chairman

SCC1
Received by: Juny
Date/Time: JUNE 4, 2025/9:4



Ma. Jacobina Bebero <dpwhsdn2bac@gmail.com>

Invitation to Observers

1 message

Ma. Jacobina Bebero <dpwhsdn2bac@gmail.com>

Wed, Jun 4, 2025 at 2:54 PM

To: "Reach FOUNDATION, INC. Surigao" <reachfdn@ymail.com>

Good day!

Sir/Ma'am,

Please see attached file/s of the abovementioned subject. Thank you.

Very truly yours,

MA. JACUBINA A. BEBERO
Engineer - II
Head, BAC Secretariat
DPWH - Surigao del Norte 2nd DEO, Surigao City

 Invitation to Observers - 25NG0002 (G) (RE-AD).pdf
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