



DENR Bids and Awards Committee for Regular Operations

**MINUTES OF BAC MEETING
04 May 2021**

Venue : Online via Google Meet Platform

Date/Time : 04 May 2021, Tuesday
10:00 AM onwards

Agenda : **Pre-Bid Conference** for the Procurement and Application of Bioremediation Solution for the Water Quality Improvement of Estero Dela Reyna

I. ATTENDANCE

DENR Bids and Awards Committee

Atty. Norlito A. Eneran	Vice Chairperson
Evelyn G. Nillosan	Alternate Vice Chairperson
Elizar S. Cantuba	Member
Engr. Gilbert C. Mondroy	Member
Maybell N. Mangubos	Member

BAC Technical Working Group

Atty. Anthony Raymond M. Velicaria	Head
Engr. Roberto M. Aguda	Member
Dianne G. Ibias	Member
Engr. Ma. Raisah Balmes	Member
Engr. Karl Katalbas	Member
Ms. Anne Marie Nilles	Member
Jessa B. Montes	Member
Ann Joanna B. Villarama	Member
Alleli G. Vergara	Member

BAC Secretariat

Ma. Rosario T. Santiago	Member
Lia Cassandra A. Logmao	Member

Other office staffs

Attendance of Prospective Bidder/s

Prospective Bidder/s	Representative/s
<i>Procurement and Application of Bioremediation Solution for the Water Quality Improvement of Estero Dela Reyna</i>	
1) Biosperans Corporation	Erwin Navarez

II. CALL TO ORDER

The meeting was called to order at 10:00 AM and presided by the Vice Chairperson, to discuss the agenda stated above.

III. ROLL CALL

The BAC Secretariat called the roll and informed the Vice Chairperson that five (5) members are present which constitute a quorum. The Vice Chairperson was also informed that other members of the BAC, TWG and Secretariat, who were not in attendance, were on official business.

IV. SALIENT FEATURES OF DISCUSSION

- The BAC Vice Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the prospective bidder, Biosperans Corpoproration.
- Before the discussion started, prospective bidder affirmed their familiarity with the Government bidding process and requirements under RA 9184 and its Revised Implementing Rules and Regulations (IRR).
- A brief presentation on the bidding documents was presented by the BAC Secretariat emphasizing the following requirements:
 - ✓ Packaging and Envelope Labeling Instructions
 - Bidders shall submit ONE (1) Envelope containing technical and financial documentary requirements
 - ✓ Invitation to Bid
 - ✓ Instructions to Bidders
 - ✓ Bid Data Sheet
 - ✓ General Conditions of the Contract
 - ✓ Special Conditions of the Contract
 - ✓ Eligibility Documents
 - Valid and current Certificate of PhilGEPS Registration (Platinum Membership) issued to the bidder with attached Annex A
 - The valid & current certificate of PhilGEPS Certificate of Registration (Platinum Membership shall reflect the updated eligibility documents. Should the Annex A of said Certificate reflects not updated document, the bidder shall submit, together with the certificate certified true copies of the updated documents.
 - Statement of all its ongoing government and private contracts
 - Form provided as per Annex II of the bidding documents
 - Within the last 3 years
 - Statement of the Bidder's Single Largest Completed Contract (SLCC)
 - Form provided as per Annex II-A of the bidding documents
 - SLCC of similar nature within the last five (5) years from date of submission and receipt of bids equivalent to at least 50% of the ABC
 - Attached copy of End User's Acceptance or Official Receipt/s or Sales Invoice
 - Original Bid Security

Project ABC (P)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (P)	Bid Security: Surety Bond (5%) (P)	Bid Securing Declaration (Annex II)
1,927,050.00	38,541.00	96,352.50	No required percentage

- Duly notarized or unnotarized Bid Securing Declaration shall be accepted pursuant to GPPB Resolution No. 09-2020 dated 07 May 2020.

- Schedule of Requirements & Technical Specifications
 - Duly conformed per Section VI and VII of the bidding documents
 - Write “comply” only
 - Follow instructions as indicated in Section VII. Failure to follow instructions will result in a rating of “Failed”.
- Sworn Statement
 - Form provided as per Annex III of the bidding documents
 - Usage of any of the following” or “and/or” in specifying the authorized representative/s.
 - However, if the bidder has more than one (1) authorized representative and use the word “and”, all representatives must sign/initial in the prescribed forms provided. Otherwise, shall be a ground for the rejection of the bid and will result in a rating of “Failed”.
 - Attached Proof of Authority of the bidder’s authorized representative. For Sole Proprietorship must submit Duly notarized or unnotarized Special power of Attorney. If Corporations, Cooperative of the Members of the Joint Venture must submit Duly notarized or unnotarized Secretary’s Certificate/Board Resolution
- Audited Financial Statements (AFS)
 - Submit 2020 AFS
- Net Financial Contracting Capacity
 - Form provided with detailed computation as per Annex III of the bidding documents
 - Computation must be equal to the ABC of the project
 - Or submit Committed Line of Credit issued by a Local Universal of Local Commercial Bank with machine validation at least equal to 10% of the ABC
- ✓ Financial Documents
 - Completed and signed Financial Bid Form per Annex VI of the bidding documents
 - The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.
 - If the bid amount is inconsistent with words and in numbers, amount in words will prevail.
 - Signed and Accomplished Prices Schedule(s)
- ✓ Checklist of Requirements.
 - Result of water analysis from DENR accredited laboratory of before and after treatment of Bioremediation Solution to prove that the item being offered is tested proven effective in treating waste water;
 - Certification stating that the product is environmentally safe (Material/Product Safety Data Sheet);
 - Certificate of product’s Environmental Technology Verification (ETV) issued by Department of Science and Technology or Certification of Non-Coverage (CNC) from Department of Environment and Natural Resources-Environmental Management Bureau (DENR-EMB);
 - List of office/area, can be a leased warehouse or stockroom around Ester dela Reina where the bioremediation solution set will be prepared with attached vicinity map.

- After the presentation, prospective bidder informed the BAC that their queries/clarifications will be sent thru email.
- After thorough discussions, prospective bidder was advised to submit queries or clarifications, if any, thru a letter addressed to the BAC Chairperson on or before 07 May 2021, 12:00 NN.
- For the End-User Unit, to respond to the queries and clarifications of the bidders on or before 10 May 2021 in order to proceed with the scheduled Bid Opening on 18 May 2021.
- For the Secretariat, to include changes on the bid bulletin and ensure that for the succeeding projects, provisions in the Bidding Documents are updated/revised based on the latest issuances relative to the procurement.
- The BAC Secretariat reminded the prospective bidders to purchase the bidding documents amounting to PHP5,000.00 not later than the scheduled submission of bids on 18 May 2021, 9:00 AM to be able to participate in the bidding.

V. ADJOURNMENT

There having no matters to discuss, the BAC meeting was adjourned at 10:30 AM.

Prepared by:

Noted by:

(sgd) **DIANNE G. IBIAS**
OIC Chief, Procurement Management Section &
Head, BAC Secretariat

(sgd) **ATTY. NORLITO A. ENERAN, CESO III**
Director, Legal Affairs Service &
Vice Chairperson, Bids & Awards Committee