

RESTRICTED



Republic of the Philippines
 DEPARTMENT OF JUSTICE
 BUREAU OF CORRECTIONS
 NBP Reservation, Muntinlupa City, Philippines, 1776
 Tel. No. (02) 772-3877



MINUTES OF PREBID CONFERENCE FOR THE DESIGN AND BUILD OF BUREAU OF CORRECTIONS REGIONAL PRISON FACILITIES
Held at the BAC Conference Room, BuCor Supply Office
On September 4, 2020 at 09:00 AM

LINE NO.

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i. Attendance:

The following BuCor Officers and representatives were in attendance during the BAC Meeting:

| | |
|-----------------------------------|---|
| BAC Chairperson | CTCSUPT JOHN PAUL O SANTOS |
| BAC Vice-Chairman | CTINSP RIC A ROCACURBA |
| Members | ENGR AL CIT JUAN R RANOSA CSUPT VIRGINIA MANGAWIT ENGR JOSE P TANDOG JR |
| TWG | CTSO2 ANGELO A CASTILLO CTO2 ALEXIS CATINDIG CTO2 SOLOMON B ARENIEGO CTO1 JOR EL M DE JESUS CTO1 EDUARDO R BERNABE JR |
| DESIGN AND BUILD COMMITTEE | CHITO R TURALDE, CPA MARIA CIELO O MANSALUD |
| BAC Secretariat Members | MR WILLIAM M TERRADO CO2 SHEILA DICHOSO CO2 LOVELY C MARIANO JO1 JOEVI VALENZUELA CO1 NELROSE P CADIAO |
| Bidders and Observers | ERIC VAN P SESBREÑO ALLAN L MADULA ROMMEL P RAFAEL CHUCK D ANUTA VICENTE T GUYOD MARIBEL PORTA ARCY T TABERNA ANDY RARO ALWER JAY P QUINZON JEANET P SUERTE JESSIE A AUNDRIO RAQUEL M LAURIE JOHN EDISON A LOPEZ MARU JASON M MONES ISAGANI BASCO POPE MARTIN VERCELES AMABELLE TICSAN MARK KEVIN CARAMAT NEMESIO JARDELEZA RICHARD JADMAN EDWARD INCIONG ERIC SANTOS CHUBASCO LABASBAS |

"Reforming Lives, Community Thrives!"

47 **II. Opening Program:**
48

49 The meeting began with a short prayer, led by CO2 Shiela Dichoso.

50 **III. Roll Call of Attendees and Declaration of Quorum:**
51

52 CO2 Lovely C Mariano, BAC Secretariat made a roll call and recognized the presence of the
53 BAC Members. C/TCSUPT JOHN PAUL O SANTOS, BAC Chairman declared the existence of
54 quorum. The presence of bidders, bidder representatives and observers were also
55 acknowledged.

56 **IV. Call to Order:**
57

58 Having a quorum being certified, C/TCSUPT JOHN PAUL O SANTOS, called the meeting to
59 order at 9:20 AM, and presided over the same. The BAC Secretariat, CO2 Dichoso recorded the
60 proceedings while CO1 Cadioa took the minutes of meeting.

61 **V. Reading and Approval of the Minutes of the Meeting:**
62

63 C/TCSUPT JOHN PAUL O SANTOS as the presiding officer ask for reading of previous minutes
64 but C/TINSP RIC ROCACURBA moved to dispense the reading and it was seconded by
65 C/SSUPT VIRGINIA MANGAWIT.

66 **VI. Project Announcement**
67

68 The BAC Chairperson called for the adoption of today's agenda: Pre-bid Conference of Design
69 and Build of Bureau of Corrections Regional Prisons Facilities were seconded by C/TINSP
70 ROCACURBA. The chair gave the floor to CO2 Catindig to roll the formality of the meeting.

71
72 CO2 Catindig discussed that the funding source of this project is from General Appropriations
73 Act (GAA) of 2019 Capital Outlay with an Approved Budget Contract of Nine Hundred Million
74 Pesos Only (P900,000,000.00); Three Hundred Million each Lot (Lot 1 DPPF, Lot 2 IPPF and Lot
75 3 LRPPF). Bids received in excess of the ABC for each lot shall be automatically rejected during
76 bid opening. He also discussed that the Bureau of Corrections now invites bids for provision of a
77 detailed preliminary architectural and engineering design, detailed engineering requirements and
78 actual construction of the Bureau of Corrections Regional Prison Facilities, based on the final
79 detailed architectural and engineering design, to be approved by the Head of procuring Entity or
80 its duly authorized representative conformably with the minimum standards set forth in the:

- 81 (1) Presidential Decree (PD) No. 1096, National Building Code of the Philippines
- 82 (2) Batas Pambansa (BP)Blg. 344, An Act to Enhance the Mobility of Disabled Persons
83 by Requiring Certain Public Buildings, Institutions, Establishments and Public Utilities
84 to Install Facilities and Other Devices
- 85 (3) National Structural Code of the Philippines (NSCP), Volume I, 2010
- 86 (4) Philippine Electrical Code (PEC), 2009
- 87 (5) Revised Plumbing Code of the Philippines
- 88 (6) Revised IRR of RA 10575
- 89 (7) Republic Act (RA) No. 9514, Revised Fire Code of the Philippines and
- 90 (8) Applicable local regulations and ordinances.

91
92 He added, that the completion of the works is required within four hundred (400) calendar days for
93 Lot 1, Four Hundred Fifty (450) calendar days for Lot 2 and Four Hundred Fifty (450) calendar days
94 for Lot 3. Bidders should have completed a contract similar to the Project amounting to at least fifty
95 percent (50%) of the ABC or 150M within the last four (4) years. Then, he mentioned that the
96 amount of bid documents is Php 50,000.00 for those who did not buy, to all the bidders it appeared
97 that four out of more than 10 prospective bidders already bought the bid docs.

98 Other matters he discussed was what on the checklist as to the following:

99
100 ✓ Legal documents Option 1. PhilGeps Certificate of Registration is the only required and all
101

102 others documents or clearances be carried over.

103
104 ✓ Legal documents Option 2. Registration/Permit/Clearance. He said that in the absence of
105 PhilGeps that could be submitted and the PhilGeps Certificate can be presented during post
106 qualification

107
108 ✓ Legal documents Option 3. Combination of all documents which is the recommended option
109 for easy post-qualification. He itemized that this should be submitted: current and valid PhilGeps
110 Certificate, SEC registration, DTI registration, CDA for cooperative, Mayor's/Business permit, Tax
111 Clearance and PCAB.

112
113 After that is the Technical documents of all the statement of the prospective bidders of all its
114 ongoing government and private contracts, including contracts awarded but not yet started, if any,
115 whether similar or not similar in nature and complexity to the contract to be bid, on all on-going
116 contract should be declared to check the performance of the project. The value of undelivered
117 portion under ongoing contract will be deducted to the bidder's NFCC. Then the Statement
118 identifying the bidder's Single Largest Completed Contract (SLCC), similar to the contract to be bid
119 within the last four (4) years from the date of submission and receipt of bids equivalent to at least
120 fifty percent 50% of the ABC. Finally, the statement of the Bidder's SLCC shall be supported by the
121 Notice of Award and/or Notice to Proceed, Project Owner's Certificate of Final Acceptance issued
122 by the Owner other than the Contractor or the Constructors Performance Evaluation System
123 (CPES). The Final Rating which must be at least satisfactory. In case of contracts with the private
124 sector, an equivalent document shall be submitted.

125
126 He pinpoints that, it is not required to submit documents of their ongoing contract. The Chairperson
127 but-in to remind the bidder that they should stick only to the required documents presented/required
128 and avoid submitting unnecessary documents preventing lengthy and time consuming review of all
129 documents.

130
131 Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC to be bid
132 where the values of the bidder's current assets and current liabilities shall be based on the latest
133 Audited Financial Statements submitted to the BIR, through its Electronic Filing and Payment
134 System (EFPS).

135
136 In case of Joint Venture: For Infrastructure Projects, JV bidders shall submit a JVA in accordance
137 with R.A. 4566 and its IRR. Each partner of the joint venture shall submit their respective PhilGEPs
138 Certificates of Registration in accordance with Section 8.5.2 of this IRR or all Legal Documents.
139 The submission of Technical and Financial Eligibility Documents by any of the joint venture partners
140 constitutes compliance. Provided, that the partner responsible to submit the NFCC shall likewise
141 submit the Statement of all of its ongoing contracts and Audited Financial Statements.

142
143 Bid security, the Bidder shall have the option to post Bid Securing Declaration. Bid Securing
144 Declaration must be Duly Notarized in accordance with the provisions of 2004 Rules on Notarial
145 Practice or any form of Bid Security in which shall be not less than the percentage of the ABC. All
146 forms can be downloaded for the bidder to study Section 1-9. The bidder can pay in Cash or
147 cashier /manager's check issued by a Universal or Commercial Bank. At least **two percent (2%)**
148 **of the ABC** or Bank draft/guarantee or irrevocable letter of credit issued by a Universal or
149 Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or
150 Commercial Bank, if issued by a foreign bank. At least **two percent (2%) of the ABC** or Surety
151 Bond callable upon demand issued by a surety or insurance company duly certified by the
152 Insurance Commission as authorized to issue such security at least **five percent (5%) of the**
153 **ABC**. Should the bidder opt to submit a Surety Bond as a form of Bid Security it must specify the
154 additional grounds for forfeiture of bid security as indicated on the BDS.

155
156 Project Requirements shall include the following:

- 157 1. Organizational chart for the contract to be bid and not of the whole company, CO2 Catindig
 158 said. Design team and build team can be separated depending on the bidder's preference.
 159
- 160 2. List of contractor's personnel (e.g., Project Manager, Project Engineers, Materials
 161 Engineers, and Foremen), to be assigned to the contract to be bid
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- 163 3. List of contractor's personnel (e.g., Project Manager, Project Engineers, Materials
 164 Engineers, and Foremen), to be assigned to the contract to be bid.
 165
- 166
 167 4. Duly Conformed Specification as to scope of work which will be the basis during the
 168 implementation of the contract.
 169
- 170 5. Drawings, the BUCOR housed prisoners, considering that this is a national penitentiary, hence
 171 drawings are not included in the posting for security purposes. Only Bidders who purchase the
 172 Bidding Documents and execute the Confidentiality Agreement in the form prescribed by the
 173 Bureau of Corrections shall be allowed to access the approved layouts/plans/drawings. Those
 174 who did not get the plans yet, just coordinate may be to the BAC Secretariat or to Engr.
 175 Rocacurba, CO2 Catindig said.
 176
 177
- 178 6. Duly notarized Omnibus Sworn Statement must be supported by Duly Notarized Authority of
 179 the Designated Representative/s who wish to be represented for the purposes of this bidding (if
 180 Applicable).
 181
 182
- 183 7. Lastly, the submission of Preliminary Conceptual Design Plans in accordance with the
 184 degree of details specified by the procuring entity;
 185 a) Site Development Plan (2D and 3D)
 186 b) Perspective
 187 c) Preliminary Architectural Plans
 188 1. Floor Plan
 189 2. Electrical Layout Plan (dorms, buildings, fence)
 190 3. Plumbing Layout Plan
 191 4. CCTV Layout Plan (if applicable)
 192 5. Schematic Diagram of Gravity Driven Water System
 193 6. Roof Deck Plan
 194
 195 d.) Design and construction methods;
 196 e.) List of contractor's personnel to be assigned to the contract to be bid with their complete
 197 qualification and experience data and photocopy of their valid licenses issued by the
 198 professional regulatory Commission (PRC), Curriculum vitae of key staff, partners or
 199 principal officers with a minimum work experience requirements set in the **BDS**;
 200
 201 f.) Value engineering analysis of design and construction method.
 202
- 210 Those requirements mentioned above will be in the first envelope and be evaluated except for the
 211 eligibility documents. If the bidder passed the requirements in the first envelope that's the time the
 212 second envelope be opened, CO2 Catindig said.
 213
- 214 Meanwhile, prior to the discussion regarding the second envelope the chair ask the present
 215 bidders on their queries first, so the discussion will be by part since it was posted.
 216
- 217 • Mr Eric Van P Sesbreno of EVPS Construction asked, what category it ranges? Then
 - 218 Mr. Catindig replied that all the specifications were posted and stipulated in the
 - 219 PhilGeps or they can view the website of BUCOR.

- AG ARAJA Construction ask about the formation of JVA then answered by CO2 Catindig that if the bidder wish to form a valid JVA just state all the potential member of the joint venture stating that you are entering into JA, not necessarily valid JVA. Then after issuance of award within 10 calendar days they will issue your valid JVA together with performance bond and special PCAB. JVA can be applied unless you won the bidding.

CO2 Catindig advised the bidder to further read all provisions as stated in the ANNEX Gas posted. Meanwhile, CTINSP ROCACURBA recommended that other questions be in written and send to the BAC 2 days after the Prebid conference based on the IRR, from then the BAC will signify it thru Supplemental Bulletin to be posted at PhilGeps.

Continuing the second envelope discussion about the checklist of Financial Bid which includes:

- Duly Signed Lump sum bid prices, which shall include the detailed engineering cost, in the prescribed Bid Form inclusive of VAT
- Duly Signed Bill of Quantities.
- Detailed estimates including a summary sheet indicating the unit prices of construction materials, labor rates and equipment rentals used in coming up with the bid
- Cash flow by quarter or payment schedule.

As to the Packaging and sealing of documents, if the bidder joined per lot, there should be a mother envelope, one (1) big envelope inside and two small envelopes (eligibility and financial). The Original components are not necessarily original as long as all the signatures are original. CO2 Catindig said. The first small envelope is for eligibility and technical documents (Copy 1, 2 and 3 in folder must be identical coming from the original copy). Four folders in one envelope.

The second envelope is for Financial documents. Those who will qualify in the first envelope, then they will be qualified the second envelope opening. Tabbing and numbering of every document are recommended, properly sealed and be submitted on time. Late submission will not be accommodated. The reason behind the numbering is to ensure no pages will be intentionally tear off that lead to doubt the TWG and the BAC as well. CO2 Catindig ended his discussion.

As to the next topic about Technical Specifications bird's eye view, it was discussed by C/TINSP RIC O ROCACURBA, as the new designated GSD Head of BUCOR, he iterated and replied to queries as expressed below:

- The DPPF has an existing perimeter fence enclosing 4 hectares, that is why what included in the 300M budget is the 2 units 2 storey type B dormitories for 500 PDL per unit, 1000PDL in total for the 2 units as per rule 7 of RA 10575
- Rate was based on rule 7 of RA 10575 which is 4.7m² per PDL that excludes stairways, hallways and ramps as per accessibility law
- Dormitory is the common facility for the 3 locations, it is composite in structure and will be using steel column and girder, exterior wall 6inches cemented hollow blocks as per rule 7, steel decking, and 2nd floor roof deck.
- This dormitory has a component facility although septic tank is given; we still included it in the specification. Septic vault and three chambers so liquid waste excreted will not be that stinky.
- Cistern tank design for 500PDL and will serve as rain collector just in case no electricity.
- Sprinkler system will use cistern tank.
- There will be two (2) layer reservoirs, first layer for the first floor to maintain 6m head for

276 lever type water closet and not tank because the PDL can raze that. The fixtures at the
 277 ground floor maintain 6m height to function efficiently. The second layer which is elevated
 278 3mtr from the roof deck is also maintaining 6m head.

279
 280 ➤ Sprinkler system inside the cell (10 PDL per cell) will have a guard except in the hallways
 281 and it is up to the designer's design on how it will not be damaged by PDL.

282
 283 ➤ In Painting he recommend solvent primer, tack coat is solvent cast or elastomeric
 284 depending on the bidder

285
 286 ➤ Floor plan for different locations maybe varied bidder will win per location but during the
 287 final submission of the DAED, we are requesting that the architectural facade of the building
 288 is at least the same in all locations. On what will be chosen architectural facade by the
 289 BUCOR Director General and Officers that will be followed by the winning bidder it will just
 290 vary on the floor plan for as long as complied the 4.7m² per PDL

291
 292 ➤ In case of LRPPF they have gravity driven water system as sourced from their spring 3km
 293 from the service area and IPPF has existing dam. Due to not using the electricity there, in the
 294 source we will be installing spring box depending on the engineer who will design. Spring box
 295 is not necessary big in size. The main pipeline will be designed by the sanitary engineers.
 296 Before the service area, ground reservoir will be placed at a desired elevation to avoid
 297 crack/damage in the pipe, we can place pressure break tank or pipe in between the reservoir
 298 and spring box.

299
 300 ➤ At IPPF we have 10 hectares to enclose while LRP is 4 hectares with other facilities
 301 included the drainage system and secondary perimeter fence. According to RA 10575, the
 302 setbacks of secondary fence from the main perimeter fence is 4m, then from the secondary
 303 perimeter fence to the side of the wall of the building is 10m. It means that 14m distance from
 304 the main perimeter to the wall of the building with side to side or center to center dimension.
 305 Other facilities to see in LRP are CCTV and perimeter lightings at secondary fence, they also
 306 have site development (resurfacing, concreting of pavement), 250 units of bunk beds, IVSU,
 307 general kitchen and entrance gate as stipulated in the bid docs

308
 309 ➤ Why is it 2 dormitories at DPPF while only 1 dormitory each in LRPPF and IPPF it is
 310 because DPPF has a existing perimeter fence as pre computed. In the technical
 311 specifications we stated the area, dimension and capacity. The 300M allocated every colony
 312 is precomputed with the TWG

313
 314 ➤ He emphasized that the BUCOR wants that even at first glance at its structure this facility
 315 is the BUCOR Dormitory.

316
 317 ➤ Freestyle architecturally.

318
 319 ➤ We prefer Zen type or contemporary design of the building but if you can present more
 320 enhanced architectural prospective it is welcome depending on the decision of committee and
 321 the BAC Members.

322
 323 ➤ QUESTIONS: if ever there is value in choosing the design or stick to the value? C/TINSP
 324 ROCACURBA replied according to RA 9184 the consideration would be Lowest and Higher
 325 Calculated bidder, in this case we prefer the lowest bidder. If the quotation of bidders is just
 326 close or have minimal difference the bearing material in the structural design of the building
 327 will matter. It will appear in the post qualification and it will be the basis of the BAC. Bearing
 328 Material in the architectural design of the building matters. The bidder asks if the aesthetic
 329 has a value, CTINSP ROCACURBA said that in case it has a near bid price. In terms of
 330 modernization, this agency is looking for the best design that is why the scheme of our
 331 implementation is design and build. In case of near in bid price, architectural will matter.

- 332
333 > C/TINSP ROCACURBA added that that Spring source water system should be for
334 domestic used or potable -- upon visiting the area, the bidder can have a sample test and we
335 are forecasting that the water will be potable
336
- 337 > Sir in terms of the 2-layer water reservoir specifications are you decided to what it should
338 be made of? We prefer reinforce Concrete water reservoir because this agency is looking for
339 sustainability for 10 to 15 years or 20 years' existence. The structural and architectural should
340 synchronize. We will not intervene on your design for as long as it is safe and the structural
341 engineer signed, we will not question it, the Vice Chairman said.
342
- 343 > Will you accept the stainless tank or concrete? We accept concrete, C/TINSP
344 ROCACURBA replied and said that anything stipulated in the bid docs that should be followed
345 unless there is changes that will be written in the supplemental and be posted based on your
346 queries.
347
- 348 > Sir is there a site inspection? Yes, mam because you cannot design without personally
349 ocular inspection at the area. Actually on the first day of posting at PhilGeps, if you are
350 interested you can visit the area, C/TINSP ROCACURBA said.
351
- 352 > As to the boring test, we are requiring the final DAED on the later part since we are only
353 asking for initial architectural sheets which is the floor plan, electrical. Based on 4.7m² you
354 can craft the floor plan of the dormitory or any facilities.
355
- 356 > From posting to opening we have 19-20 days, if you will win you can continue the
357 investigation within the area, he added
358
- 359 > For the meantime can we assume the minimum boring test if there is nearest facility in the
360 area? It depends on you but substantial investigation is needed, anyway we are not requiring
361 structural analysis, sheet and design of the facility.
362
- 363 > Is there any problem in the right of way sir? There is none because this within the
364 reservation area and within the jurisdiction of the BUCOR.
365
- 366 > Another point before start building under PD 36 or the National Building Code of the
367 Philippines, the bidder requires to secure permits form our partner LGU's, secure zoning
368 certification from the planning office and locational clearance to be submitted together with
369 approved plans to City or Municipal engineering office. The winning contractor will shoulder
370 and secure permits issued by DENR or any permits.
371
- 372 > Other questions should be in writing and the BAC will properly answer.
373
- 374 > As quoted C/TCSUPT JOHN PAUL O SANTOS as the Chairman and the director of Admin
375 "I am giving the GSD (under my jurisdiction) the leeway to have synchronization on those
376 bidders who will be proceeding to the colony for an ocular inspection you may issue authority
377 or whatsoever certification that they may proceed so that the superintendent of the colony will
378 not be surprised and have accessed to go inside however put a proper procedure". To all the
379 prospective bidders contact the Vice Chair ROCACURBA prior you go, he added.
380
- 381 > Additional suggestion arouses coming from the bidder, and he said, if we are to assume
382 the boring test, every bidder will have a varied costing what if we can have a common?
383 C/TINSP ROCACURBA replied and said that don't complicate and make things simple; there
384 is existing records to those areas to be your basis of structural analysis. I believe you have
385 the access.
386
- 387 > C/TINSP ROCACURBA highlighted that upon signing the Confidentiality agreement, we

388 will be talking only on the plan, also the BAC is forbidden to contact the bidders even the
389 secretariat and TWG. The Chairman added the BAC is precluded to any extent of
390 communication and have special relationship with the bidder as stipulated in the Omnibus
391 Sworn of Statement.

392 **VII. ADJOURNMENT:**

393 The adjournment of the meeting was duly motioned by C/TINSP RIC O ROCACURBA as
394 seconded by C/SUPT VIRGINIA MANGAWIT. The meeting ended at 1031H.

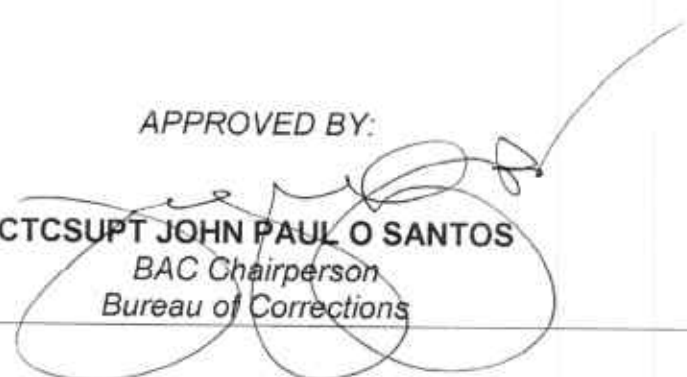
396 Prepared by:

Reviewed/Certified Correct by:

397
398
CO1 Nelrose P Cadio
BAC Secretariat


MR. WILLIAM TERRADO
BAC Head Secretariat

APPROVED BY:


CTCSUPT JOHN PAUL O SANTOS
BAC Chairperson
Bureau of Corrections