



Republic of the Philippines
GOVERNMENT SERVICE INSURANCE SYSTEM
Financial Center, Pasay City
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MINUTES OF PRE-BID CONFERENCE

03 June 2019

GBAC Conference Room, Level 2 Core G
GSIS Headquarters, Pasay City

Project Name: **Replacement of Stair Pebble Wash Out Finish to Stamped Concrete Finish at Garden Area Levels 1-3, GSIS Head Office Building, Pasay City**

Present were:

GSIS BIDS AND AWARDS COMMITTEE (Infrastructure and Information Technology)

ASVP Eduardo V. Fernandez	Chairperson
Mgr. Maria Clarissa C. Magdaraog	Vice Chairperson
Atty. Isagani E. Del Rosario	Member
Mgr. Raymundo Andres V. Palad	Member

END-USER UNIT/TWG

Mgr. Elmer C. Baguio	TWG Head
Engr. Louis Dexter V. Cruz	TWG Member
Engr. Christian R. Guhit	BMD/End-User Unit
Engr. Nemesio M. Yaco	BMD/End-User Unit
Arch. Juner C. Lalas	BMD/End-User Unit
Arch. Ma. Nikki Pauline Q. Balane	BMD/End-User Unit

GBAC SECRETARIAT

Mr. Patrick O. Gonzales	OIC Head
Ms. Charlene Mae B. Bacani	Member
Ms. Melgene Maranan-Acostoy	Member

INTERESTED BIDDER/S

Mr. Aldrin M. Jalilul	Che-Riss Construction
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OBSERVER

(Note: Notice of Meeting was sent to observers, i.e., IASO, COA, DTI, PITC, PCCI, Philippine Constructors Association, Inc., Philippine Institute of Civil Engineers and Makati Business Club. However, none attended the Pre-Bid Conference dated 03 June 2019.)

The Pre-Bid Conference for the ***Replacement of Stair Pebble Wash Out Finish to Stamped Concrete Finish at Garden Area Levels 1-3, GSIS Head Office Building, Pasay City*** was called to order at 11:30AM of 03 June 2019 and was presided by ASVP Eduardo V. Fernandez, Chairperson, GSIS Bids and Awards Committee for Infrastructure and Information Technology (GBAC for Infra and IT).

1. Business Matters

- a. Presentation and discussion of Eligibility, Technical, Financial and Post-Qualification requirements, Technical Specifications, Plans/Drawings, Bill of Quantities (BOQ), Payment Terms and Bidding Forms
- b. Approved Budget for the Contract (ABC): Php2,000,000.

2. Discussion

- a. GBAC Secretariat noted that there is a quorum to proceed with the business.
- b. Only Che-Riss Construction attended the Pre-Bid Conference.
- c. During the Pre-Bid Conference, the GBAC Secretariat presented the following to the bidder:
 - Eligibility and Technical, and Financial Documents, which must be submitted during the Opening of Bids;
 - Technical Specifications, Plans/Drawings, Bill of Quantities (BOQ) and the Payment Terms;
 - Post-Qualification Documents; and
 - Guide on the proper sealing and marking of bids.
- d. The bidder was further informed regarding the documentary requirements found under *Section II. Instructions to Bidders*. It was also emphasized that it is the bidder's responsibility to review the entire Bidding Documents and that the procuring entity incurs no liability should the bidder misinterpret or misread any of the provisions thereof.
- e. All amendments to the Bidding Documents and responses to the bidder's queries shall be issued through a Bid Bulletin which will be posted in PhilGEPS and GSIS websites and in GSIS bulletin board for seven (7) consecutive days before the scheduled Bid Submission and Opening of Bids.
- f. The GBAC Secretariat reminded the bidder that its bid must be delivered to the GBAC Secretariat, Level 2 Core G, GSIS Central Office, Financial Center, Pasay City on or before 17 June 2019 at 11:00AM. Bid Opening will be on the same day at 11:30AM. It is the responsibility of the bidder to ensure that its bid is submitted on time. Late bid shall not be accepted.

Prepared by:

Concurred by:

PATRICK O. GONZALES
OIC-Head, GBAC Secretariat

ASVP EDUARDO V. FERNANDEZ
*Chairperson, GBAC for Infrastructure and
Information Technology*

Date signed: _____