



CARAGA STATE UNIVERSITY

MINUTES OF MEETING

MINUTES OF MEETING ON THE PRE-BID CONFERENCE ON THE IMPROVEMENT OF UNIVERSITY ACADEMIC BUILDING (CSUCC PHASE 1)

Date of Meeting : Oct. 22, 2019

Venue/Time : CSUCC AVR / 1:30 PM

Attendees :

- | | |
|------------------------------------|---|
| 1) Dr. Flordeliza G. Alburo | - BAC Chairperson |
| 2) Dr. Ramil B. Arante | - BAC Vice Chairperson |
| 3) Dr. Esther D. Tandog | - BAC Member |
| 4) Prof. Maria Tita C. Castillon | - BAC Member |
| 5) Mr. Tomasito S. Yatan | - TWG |
| 6) Engr. Neil Rayno | - TWG |
| 7) Engr. Japheth Jay Vergara | - CEIT Faculty |
| 8) Ianlester L. Romero | - Tech. Asst. OPD |
| 9) Mr. Ryan Chester G. Fong | - BAC Head Secretariat |
| 10) Ms. Wenie O. Catubig | - BAC Secretariat |
| 11) Ms. Maria Eunice A. Niñofranco | - BAC Secretariat |
| 12) Mary Brigitte A. Tanjay | - ATM, COA |
| 13) Mr. Reynaldo V. Bentulan | - Proprietor, R.N.H. Bentulan Construction Butuan City |
| 14) Ms. Rollyn L. Gaviola | - Proj. Arch., R.N.H. Bentulan Construction Butuan City |
| 15) Ms. Margret Ann P. Gangca | - Proj. Engr., Rudhil Construction Cabadbaran City |
| 16) Ms. Yvonne Lape | - HR, LES Construction |
| 17) Mr. Antonio A. Ancheta | - Liaison Officer, FFJJ Construction |
| 18) Ms. Alme D. Dancel | - CE, FFJJ Construction |
| 19) Mr. Ximatix L. Atazan | - Proj. Engr., BN Builders & Construction Supplies |
| 20) Ms. Erma Wella A. Aguto | - Liaison, JD-RG Const. Corporation |
| 21) Mr. Nick Elvi D. Digol | - Asst. GM, Thearis Builders & Supply |
| 22) Mr. Hegen Abao | - Proj. Engr., Eriane C&S |
| 23) Mr. Daniel Cupida | - Rep., Greenext Builders Gen. Merchandise |



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|---------------------------|---|
| 24) Mr. Jary Mondejar | - Owner, Ramjequo Construction and Supply |
| 25) Mr. Daniel Escalera | - Rep., DRDF Const. and Supply |
| 26) Ms. Agnes O. Culaste | - Liaison Officer, J-R3 Construction and Supply |
| 27) Ms. Jocelyn A. Nualla | - Liaison, Poliran Builders |
| 28) Mr. Jose Gil Esteves | - Proj. Engr., Poliran Builders |
| 29) Ms. Maureen A. Ybasco | - RMF Construction & Supply |
| 30) Mr. Eduardo Salvador | - JGRG Construction Corp. |
| 31) Ms. Bred Uygioco | - ETP Builders |



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TOPICS	ISSUES	RESOLUTIONS	TIMETABLES																																																																																																																				
<p>PRE BID CONFERENCE ON THE IMPROVEMENT OF UNIVERSITY ACADEMIC BUILDING OF CSUCC (PHASE 1) with ABC ₱27,996,392.27</p>	<p>In order to prevent failure on the bidding OF THE IMPROVEMENT OF UNIVERSITY ACADEMIC BUILDING OF CSUCC (PHASE 1), the BAC Members, along with the TWGs comprehensively discussed, reviewed, and explained the bidding documents to the prospective bidders present during the conference.</p> <p>The BAC Chairperson also discussed and emphasized that the projects being bid are part of Early Procurement Activity (EPA).</p>	<p>After the review of the documents, the following changes were made:</p> <p>Scope of Works and Quantities:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">ITEM NO.</th> <th style="text-align: center;">DESCRIPTION</th> <th style="text-align: center;">QUANTITY</th> <th style="text-align: center;">UNIT</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">803</td> <td>Structure Excavation</td> <td style="text-align: right;">344.00</td> <td style="text-align: center;">cu.m.</td> </tr> <tr> <td style="text-align: center;">804</td> <td>Embankment</td> <td style="text-align: right;">256.00</td> <td style="text-align: center;">cu.m.</td> </tr> <tr> <td style="text-align: center;">900</td> <td>Structural Concrete</td> <td style="text-align: right;">400.75</td> <td style="text-align: center;">cu.m.</td> </tr> <tr> <td style="text-align: center;">902</td> <td>Reinforcing Steel</td> <td style="text-align: right;">34,392.00</td> <td style="text-align: center;">kgs.</td> </tr> <tr> <td style="text-align: center;">903</td> <td>Formworks and Falseworks</td> <td style="text-align: right;">10,014.00</td> <td style="text-align: center;">bd.ft.</td> </tr> <tr> <td style="text-align: center;">1002</td> <td>Plumbing</td> <td style="text-align: right;">1.00</td> <td style="text-align: center;">lot</td> </tr> <tr> <td style="text-align: center;">1003</td> <td>Carpentry & Joinery 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ITB Clause																			
12.1(b)(ii)	ISO 9001:2015 certification is not required																		
12.1(b)(ii.2)	<p>The bidder shall submit the following documents as part of the Technical Proposal:</p> <p>1. List of Contractors Personnel to be assigned to the contract to be bid with their respective curriculum vitae showing, among others, their educational attainment, professional qualification and experiences</p> <p>The minimum work experience requirements for key personnel are the following:</p> <table border="1"> <thead> <tr> <th>KEY PERSONNEL</th> <th>MINIMUM YEARS OF RELEVANT EXPERIENCE</th> </tr> </thead> <tbody> <tr> <td>Project Manager</td> <td>5</td> </tr> <tr> <td>Project Engineer/Licensed Civil Engineer</td> <td>5</td> </tr> <tr> <td>Licensed Architect</td> <td>3</td> </tr> <tr> <td>Licensed Mechanical Engineer</td> <td>3</td> </tr> <tr> <td>Licensed Electrical Engineer</td> <td>3</td> </tr> <tr> <td>Sanitary Engineer/ Master Plumber</td> <td>3</td> </tr> <tr> <td>Materials Engineer 1 <i>duly accredited by DPWH</i></td> <td>2</td> </tr> <tr> <td>Health and Safety Engineer/Officer with valid Certificate of Training in Construction Occupational Safety and Health</td> <td>2</td> </tr> </tbody> </table> <p><i>The supporting documents stated in the said form shall be submitted during post-qualification evaluation</i></p> <p>Duly signed Statement of Availability of Key Personnel and Equipment</p>	KEY PERSONNEL	MINIMUM YEARS OF RELEVANT EXPERIENCE	Project Manager	5	Project Engineer/Licensed Civil Engineer	5	Licensed Architect	3	Licensed Mechanical Engineer	3	Licensed Electrical Engineer	3	Sanitary Engineer/ Master Plumber	3	Materials Engineer 1 <i>duly accredited by DPWH</i>	2	Health and Safety Engineer/Officer with valid Certificate of Training in Construction Occupational Safety and Health	2
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		<p>12.1 (b)(iii.3)</p> <p>The minimum major equipment requirements are the following:</p> <table border="1" data-bbox="898 316 1861 853"> <thead> <tr> <th>Item No.</th> <th>No. of Units</th> <th>Equipment</th> <th>Capacity</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2</td> <td>One-bagger Concrete Mixer</td> <td>-</td> </tr> <tr> <td>2</td> <td>2</td> <td>Concrete Vibrator</td> <td>-</td> </tr> <tr> <td>3</td> <td>1</td> <td>Backhoe</td> <td>0.50 cu. M</td> </tr> <tr> <td>4</td> <td>1</td> <td>Crane</td> <td>15-50T (optional)</td> </tr> <tr> <td>5</td> <td>1</td> <td>Dumptruck</td> <td>10 cu. M.</td> </tr> <tr> <td>6</td> <td>1</td> <td>6-wheeler truck</td> <td></td> </tr> <tr> <td>7</td> <td>2</td> <td>Bar cutter (engine-driven)</td> <td>-</td> </tr> <tr> <td>8</td> <td>2</td> <td>Bar bender (engine-driven)</td> <td>-</td> </tr> <tr> <td>9</td> <td>2</td> <td>Welding Machine, inverter type</td> <td>300A</td> </tr> <tr> <td>10</td> <td>1</td> <td>Generator Set</td> <td>Minimum 5KVA</td> </tr> <tr> <td>11</td> <td>1</td> <td>Any Service Vehicle</td> <td>-</td> </tr> <tr> <td>12</td> <td>2</td> <td>Acetylene tank</td> <td>-</td> </tr> <tr> <td>13</td> <td>2</td> <td>Industrial oxygen</td> <td>-</td> </tr> <tr> <td>14</td> <td>1</td> <td>Excavator</td> <td>-</td> </tr> <tr> <td>15</td> <td>2</td> <td>Plate Compactor</td> <td>-</td> </tr> <tr> <td>16</td> <td>1</td> <td>Metal Grinder</td> <td>-</td> </tr> <tr> <td>17</td> <td>1</td> <td>Boom Truck</td> <td>-</td> </tr> </tbody> </table> <p>List of Contractor's Equipment OWNED/LEASED assigned to the Proposed Contract</p> <p>Proof of Ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; shall be submitted during post-qualification evaluation.</p> <p>M 1202 – “FIRE SPRINKLER”</p> <p>MATERIALS TO BE USED IN DOING THE WORK ITEM ABC Dry Chemical Fire Extinguisher and Axe with Steel Encasement and Glass cover – 20 pcs. The Contractor shall process the necessary permits with regards to the Bureau of Fire, at his own expense.</p>	Item No.	No. of Units	Equipment	Capacity	1	2	One-bagger Concrete Mixer	-	2	2	Concrete Vibrator	-	3	1	Backhoe	0.50 cu. M	4	1	Crane	15-50T (optional)	5	1	Dumptruck	10 cu. M.	6	1	6-wheeler truck		7	2	Bar cutter (engine-driven)	-	8	2	Bar bender (engine-driven)	-	9	2	Welding Machine, inverter type	300A	10	1	Generator Set	Minimum 5KVA	11	1	Any Service Vehicle	-	12	2	Acetylene tank	-	13	2	Industrial oxygen	-	14	1	Excavator	-	15	2	Plate Compactor	-	16	1	Metal Grinder	-	17	1	Boom Truck	-	
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		<p align="center">ITEM 1102 – “POWER LOAD CENTER, SWITCHGEAR & PANELBOARDS, AND OTHER OVERCURRENT PROTECTION DEVICES”</p> <p>MATERIALS TO BE USED IN DOING THE WORK ITEM</p> <ul style="list-style-type: none"> • Circuit Breaker, 300 A Bolt-on Type, 2P - 1pc • Circuit Breaker, 250 A Plug-in Type, 2P -2 pcs • Circuit Breaker, 110 A Bolt-on Type, 2P - 2 pcs • Circuit Breaker, 80 A Bolt-on Type, 2P - 2 pcs • Circuit Breaker, 60 A Plug-in Type, 2P - 2 pcs • Circuit Breaker, 15 A Bolt-on Type, 2P - 26 pcs • Circuit Breaker, 20 A Bolt-on Type, 2P - 13 pcs • Circuit Breaker, 40 A Bolt-on Type, 2P - 2 pcs • Panel Board, 6 Branches, 2P , Bolt-on, 3-phase - 1 pc • Panel Board, 24 Branches, 2P , Bolt-on, 3-phase - 1 pc • Panel Board, 14 Branches, 2P , Bolt-on, 3-phase - 1 pc • Panel Board, 12 Branches, 2P , Bolt-on, 3-phase - 1pc • Panel Board, 6 Branches, 2P , Bolt-on, 1-phase - 1pc <p align="center">ITEM 1101 – “WIRES AND WIRING DEVICES”</p> <p>MATERIALS TO BE USED IN DOING THE WORK ITEM</p> <ul style="list-style-type: none"> • THW Wire no. 80 mm² - 260 m • Switch, 1 gang w/ plate flash type with LED set - 14 sets • Switch, 2-gang 3-way switch set - 22 sets • Switch, 3-gang w/ plate flash type with LED set - 3 sets • Convenience universal outlet w/ plate, 2 gang - 61sets • Floor-mounted convenience outlet, 2-gang - 24 pcs • THHN Wire 2 mm² - 42 rolls • THHN Wire 3.5 mm² - 39 rolls • THHN Wire 5 mm² - 1 roll • THHN Wire 5.5 mm² - 20 m • THHN Wire 8 mm² - 4 rolls <p align="center">ITEM SPL-1 “FABRICATED MATERIALS A.SCOPE OF WORK</p> <p>The Contractor shall furnish all materials, labor, equipment, tools and services necessary to complete all work herein specified and shown on drawings.</p> <p>B. MATERIALS</p> <p>The materials to be used for the railings are stainless steel of which the dimensions are stated in the plans. The built-up letters that indicated in the plans shall conform to the size as stated by the architect in the plans and shall be made from stainless steel sheet.</p>	
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		<ul style="list-style-type: none"> • Stainless steel 25mm x 25mm x 1.5mm thk sq. tube 46.2 lin. m. • Stainless steel tube 38mm dia 1.5mm thk 112 lin.m. • Stainless steel tube 50mm dia 1.5mm thk 67 lin.m. • Built-up letters of "CSUCC ACADEMIC BUILDING" together with CSU Ampayon and CSU Cabadbaran Logos - 1 set <p>C. INSTALLATION The stainless steel tubes are to be assembled and connected through welding and welded joints are to be smoothened by grinder. The built-up letters are to be attached in a method approved by the Owner or the Engineer.</p> <p>SPL-6 SUPPLY, DELIVERY, AND INSTALLATION OF ELECTRICAL POST, TRANSFORMER, & OTHER ELECTRICAL DEVICES AND ACCESSORIES FOR THE CSUCC ACADEMIC BUILDING TRANSMISSION LINE</p> <p>A. SCOPE OF WORK The work to be done under this section shall be the furnishing of all labor equipment and materials, and the performing of all operations in connection with the supply, delivery, and installation of electrical post, transformer, and other electrical devices and accessories for the transmission line in strict compliance with the Philippine Electrical Code 2017, and other applicable codes.</p> <p>B. CONTRACTOR QUALIFICATION The contractor shall be ANECO accredited to install transmission line.</p> <p>C. ELECTRICAL POST ERECTION SITE The electrical post erection site shall be determined by the engineer.</p> <p>D. INSPECTION The installed transmission line shall be tested for inspection by ANECO with the engineer and shall be ready for energizing after installation. Any deficiency found shall be provided/replaced at the expense of the contractor.</p> <p>E. MATERIALS The following are the major materials to be used:</p> <ul style="list-style-type: none"> • Oil immersed, self-cooled, 100 kVA 240/480, 7.62/13.2Y, pole mounted transformer – 1pc • 40 ft. steel pole – 1pc • Secondary rack with 3pcs spool insulator 	
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		<ul style="list-style-type: none"> • Kwhr meter, digital – 1pc. • Current transformer, 300/5A – 1 pc. • ACSR 2/0 - 305 meters • Fuse cut out for 13.2 kV chance – 1pc. • Lightning arrester assembly – 1 pc. • KV2c demand meter – 1pc. • Heavy duty meter box/ base – 1pc. • Pole clamp – 2 pcs. • Transformer hanger – 2pcs. <p>ITEM 1002 change to ITEM 903</p> <p>ITEM 903 "FORMWORKS AND FALSEWORKS"</p> <p>903.1 Description</p> <p>This Item shall consist of designing, constructing and removing forms and falsework to temporarily support concrete, girders and other structural elements until the structure is completed to the point it can support itself.</p> <p>903.2 Material Requirements</p> <p>903.2.1 Formwork</p> <p>The materials used for smooth form finish shall be plywood, tempered concrete-form- grade hardboard, metal, plastic, paper or other acceptable materials capable of producing the desired finish for form-facing materials. Form-facing materials shall produce a smooth, uniform texture on the concrete. Form-facing materials with raised grain, torn surfaces, worn edges, patches, dents, or other defects that will impair the texture of concrete surfaces shall not be permitted. No form-facing material shall be specified for rough form finish.</p> <p>903.2.1.1 Formwork Accessories</p> <p>Formwork accessories that are partially or wholly embedded in concrete, including ties and hangers shall be commercially manufactured. The use of non-fabricated wire form ties shall not be permitted. Where indicated in the Contract, use form ties with integral water barrier plates in walls.</p> <p>903.2.1.2 Formwork Release Agents</p> <p>Commercially manufactured formwork release agents shall be used to prevent formwork absorption of moisture, prevent bond with concrete, and hot stain the concrete surfaces.</p>	
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		<p>903.2.2 Falsework</p> <p>The materials to be used in the falsework construction shall be of the quantity and quality necessary to withstand the stresses imposed; it may be timber or steel or a combination of both. The workmanship shall be of such quality that the falsework will support the loads imposed on it without excessive settlement or takeup beyond as shown on the falsework drawings.</p> <p>ITEM 1002 "PLUMBING WORKS"</p> <p>Additional Materials</p> <ul style="list-style-type: none"> • 1700L capacity stainless steel water tank with float switch, complete with supports – 2 sets <p>GCC Clause</p> <table border="1" data-bbox="757 691 1821 970"> <tr> <td data-bbox="757 691 947 970">6.5</td> <td data-bbox="947 691 1821 970"> <p>The Contractor shall employ the following Key Personnel:</p> <ul style="list-style-type: none"> ✓ Project Manager ✓ Licensed Architect ✓ Licensed Civil Engineer ✓ Licensed Mechanical Engineer ✓ Licensed Electrical Engineer ✓ 1 Materials Engineer I accredited by DPWH ✓ 1 Experienced Foreman ✓ 1 Safety Officer with certificate of training in construction occupational safety and health </td> </tr> </table> <p>Upon submission of Bid, authorized representative shall present the following:</p> <ul style="list-style-type: none"> o Original Official Receipt (OR) of payment of bidding documents; o Original company's Authorization letter; and o Company ID 	6.5	<p>The Contractor shall employ the following Key Personnel:</p> <ul style="list-style-type: none"> ✓ Project Manager ✓ Licensed Architect ✓ Licensed Civil Engineer ✓ Licensed Mechanical Engineer ✓ Licensed Electrical Engineer ✓ 1 Materials Engineer I accredited by DPWH ✓ 1 Experienced Foreman ✓ 1 Safety Officer with certificate of training in construction occupational safety and health 	
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Adjournment	2:50 PM				



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I hereby certify to the correctness of this minutes.

Prepared by : **MARIA EUNICE A. NIÑOFRANCO**
BAC Secretariat

Conforme : **FLORDELIZA G. ALBURO, Ph.D.**
BAC Chairperson

RYAN CHESTER G. FONG
BAC Secretariat