

**HOME GUARANTY CORPORATION
BIDS AND AWARDS COMMITTEE
Pre-bid Conference for the Provision of Services
of an External Licensed Engineer/Surveyor
for the Conduct of Survey Works on Phase 2
of Pinesville Subdivision, Brgy., Kias, Baguio City
Minutes of the Meeting
June 11, 2019 at 2:00 p.m.**

ATTENDEES

BAC MEMBERS

Engr. Rafael P. Delos Santos
Atty. Cesar E. Romano, Jr.
Atty. Dexter B. Lacuanan
Teresito A. Butardo

ALTERNATE MEMBERS

Araceli G. Tungpalan
Frank Lloyd Gonzaga

BAC SECRETARIAT

Nemia C. Mabulay
Atty. Maria Lourdes Abayari
Eric Conrado Lumague
Kristine Gebilaguin
Jerome M. Tumambling
Luisa E. Cabrera
Atty. Ronces Anne De Leon

TECHNICAL WORKING GROUP (TWG)

Romeo T. De Guzman
Andres O. Villar
Heidee-May H. Aquitana

OBSERVER

Van John C. Magallanes - Commission on Audit

PROSPECTIVE BIDDERS

Joseph Ballascio - Asyana Construction & Consultancy
Fernando Ballascio - Asyana Construction & Consultancy
Ansero C. Tiban - A.C. Tiban Surveying Office
Bernardo P. Bato - A. C. Tiban Surveying Office
Placida B. Matalang - Cyrian Engineering & Surveying
Genevieve A. Urbanozo - Tri-Axis Savior Surveying & Engineering Services

HIGHLIGHTS:

1. Upon confirmation by the BAC Secretariat of the presence of a quorum, the BAC Chairperson called the meeting to order. He acknowledged the presence of the

representatives of the prospective bidders and the observer from the Commission on Audit.

2. Ms. Nemia Mabulay presented the Instruction to Bidders, the Terms of Reference, and the requirements of the bidding and documents comprising the bid.
3. During the Open Forum, the following were discussed:

Query /Clarifications from the Prospective Bidders)	Action Required/Agreed Upon
Survey works for Phase 1 include preparation of four (4) sets of plans. If there is already a previously approved plan, the cancellation of the previously approved plan and the technical descriptions is necessary.	Of the four (4) plans that will be prepared for Phase 1 as stated on the TOR under Scope of Works covering the (+/-) 254 lots subject of research and plotting, HGC will determine which plan to adopt, thus cancellation of the previously approved plan and technical descriptions is not required for Phase 1.
Phase 2 entails approval from the Land Management Bureau (LMB) Regional Office of the final subdivision plan including the technical descriptions of the resultant lots that HGC will decide to adopt. What if HGC decides not to adopt any of the plans from Phase 1, what will be the deliverable for Phase 2?	Preliminary studies show that there will be some alterations to be made. The purpose for the preparation of four (4) plans is to ascertain which one will result to minimum dislocation, demolition and alteration.
Provision of the certified true copies of titles of the 254 lots	HGC shall provide the certified true copies of titles. Phase 2 will only commence upon the delivery thereof to the winning bidder.
Provision for the cancellation of previously approved plan and adjustment of technical descriptions, if necessary	HGC shall take care of the judicial cancellation of previously approved subdivision plan and technical descriptions, if needed.
Deadline for submission of queries and other clarifications from bidders	Queries and other clarifications from bidders shall be entertained until at least ten (10) days prior to the opening of Bids. Adjustments in the schedule will be included in the Bid Bulletin.
Request for police assistance for the site visit of the prospective bidders	HGC shall provide security detail at the site. AMDG personnel shall assist the prospective bidders on site visits and will provide IDs and the necessary authorizations.
Phase 1 was allotted a 15% advance payment. Can this be provided also in Phases 2 & 3?	HGC will study the request.

4. There being no other matters to discuss, the meeting adjourned at 3:00 p.m.

Prepared by:


Luisa E. Cabrera
Member, BAC Secretariat

Reviewed by:


Atty. Ronces Anne De Leon
Team Lead- BAC Secretariat

Approved:

BIDS AND AWARDS COMMITTEE

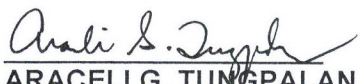

RAFAEL P. DELOS SANTOS
Chairperson


ATTY. CESAR E. ROMANO, JR.


TERESITO A. BUTARDO


ATTY. DEXTER B. LACUANAN

ALTERNATE MEMBERS:


ARACELI G. TUNGPALAN


FRANK LLOYD GONZAGA