

48 The pre-bid conference for the above projects, held via ZOOM Cloud
49 Meetings APP, was called to order at 10:12 AM on 06 April 2021, and was presided
50 by the BAC Chairperson, Atty. Maria Ilyn G. Albito.

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52 **1. Business Matters:**

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54 The BAC Chairperson asked the BAC Secretariat if there is a quorum, to
55 which the BAC Secretariat replied in the affirmative.

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57 The BAC Secretariat informed the BAC that invitations to observe the
58 proceedings, including the zoom details, were sent to the Commission on Audit and
59 other observers from the private sector and non-government organization,
60 however, no observers attended the pre-bid conference.

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62 The BAC Chairperson introduced the members of the BAC and TWG and
63 acknowledged the presence of the representatives of the interested Bidders from
64 Colliers International Philippines, Inc. (“Colliers”) and Value Metrics, Inc. (“VMI”)

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66 The BAC then proceeded with the pre-bid conference.

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68 **2. Presentation of the Bidding Document and Clarification from the Bidder**

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70 ○ The TWG presented and discussed first the details of the Invitation to Bid.
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72 ○ The TWG presented and discussed the other details of the Bidding
73 Documents.
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75 ○ The TWG reminded the Bidders of the following:
76 ○ To be keen in indicating the project number of the project where the
77 bidder will participate;
78 ○ To double check the files to be submitted for the bid opening as
79 there are cases that the submitted documents are corrupted;
80 ○ To check the documents to be submitted for Lot 1 and Lot 2 to avoid
81 mix up during the bid submission; and
82 ○ To read carefully Annex “A” of the Bidding Documents regarding the
83 electronic/online submission.
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85 ○ Mr. Reporte of VMI asked if all properties need aerial shots. The TWG
86 responded in the affirmative.
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88 ○ Ms. Ramos of Colliers asked clarification on the requirement for Property
89 profiling as indicated in Item 3.1(a)(v), Section VII of the Bidding
90 Documents, which states that:

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92 *High-resolution geo-referenced aerial images/maps and video of the*
93 *property through the use of Unmanned Aerial Vehicle (UAV) or drones*
94 *(done-based aerial photogrammetry) (soft copy to be provided by the*
95 *Appraiser saved in flash drive).*

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The TWG responded that the bidder may have the option to use UAV or drone to ensure a high-resolution geo-referenced aerial images/maps and video of the property.

- The BAC informed the bidders that they are required to bid for both lots and to indicate bid for all properties.
- The BAC advised the bidders to double check their documentary submissions since if the submitted file is corrupted or the bidder forgot the password in three instances, they will be declared as disqualified.
- The BAC encouraged the Bidders to submit their bids day before the bid submission date considering the glitches that may be happen during bid submission through online platform.
- The BAC also reminded the Bidders that should they have any questions, they can write the BAC at least 10 days prior to bid opening.

3. Adjournment:

There, having no further clarifications from the Bidders and other matters to be discussed, the pre-bid conference was adjourned at 11:38 AM.

Prepared by:



ROMMEL R. OIRA
BAC Secretariat Head

Approved by:



MARIA ILYN G. ALBITO
BAC Chairperson

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