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Republic of the Philippines
Power Sector Assets and Liabilities Management Corporation
24th Floor Vertis North Corporate Center 1
Astra corner Lux Drives, North Avenue, Quezon City
Telephone No. (632) 902-9000
<https://www.psalm.gov.ph>

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Minutes of Pre-Bid Conference

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**Procurement of Supply and Delivery of Neat Diesel Oil for Ilijan Combined Cycle
Power Plant
(Project Reference No. 2021-PB-NDO-ICCP-009-02)**

Present:

Above Fifty Million Bids and Awards Committee (AFMBAC)

Ms. Immaculada C. Mauricio	Chairperson
Mr. Abner B. Tolentino	Vice-Chairperson
Ms. Grace C. Pardines	Member
Atty. Graciela Mona Lumang- Gutierrez	Member
Mr. Israel J. Dadap	Member

Technical Working Group (TWG)

Mr. Jorem N. de Belen	Chairperson
Ms. Mary Felicie V. Magpantay	Member
Atty. Cristina C. Lim	Member
Ms. Teresa D. Dumol	Member
Ms. Lenie Rose G. Manuel	Member

BAC Secretariat

Ms. Maria Anna R. dela Cruz	Member
Ms. Annaliza C. Lopez-Cruz	Member
Ms. Mary Grace E. Catarin	Member
Ms. Aya N. Jacildo	Member

Bidders

Mr. Christian Arvin G. Tolentino	SEAOIL Philippines, Inc.
Mr. Mikhail Alfonso P. Corrales	Petron Corp.
Mr. Francis Cariño	Petron Corp.

The pre-bid conference for the above project, held via ZOOM Cloud Meeting APP, was called to order at 1:42 PM on 16 June 2021, and was presided by the BAC Chairperson, Ms. Immaculada C. Mauricio.

1. Business Matters:

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

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

51 The BAC Chairperson introduced the members of the BAC, TWG and BAC
52 Secretariat, and acknowledged the presence of the representatives of the interested
53 Bidders from SEAOIL Philippines, Inc. (“SEAOil”), and Petron Corp. (“Petron”).
54

55 The BAC then proceeded with the pre-bid conference.
56

57 2. Presentation of the Bidding Document (BD) and Clarification from the Bidders 58

- 59 ○ The BAC, through the TWG, presented and discussed the content of the BD
60 starting with the details of the Invitation to Bid.
61
- 62 ○ Mr. Tolentino of SEAOIL raised a clarificatory question regarding page 18 of
63 the Bidding Documents, which states that *“during the post-qualification, the
64 Lowest Calculated Bidder shall present the original copies of the following
65 documents”*, specifically on item D - Latest Audited Financial Statement
66 stamped received by the BIR. As per Mr. Tolentino, they would like to know
67 if they can present the print out of the soft copy along with the electronic
68 eAFS filing of their Latest Audited Financial Statement, because as per the
69 recommendation of their Tax and Administration Compliance and based on
70 RMC 49-2020, which states that *“the eAFS would acknowledge successful
71 submission by issuing a system generated transaction reference number and by
72 sending an email to the system user, this transaction reference number shall
73 serve as proof of submission by the taxpayer in lieu of the manual received
74 stamping”*.
75
 - 76 • As per the BAC, this was already discussed during the last pre-
77 procurement for round 1.
78
 - 79 • Mr. Tolentino commented that the said question is just part of the review.
80
 - 81 • The BAC referred the matter to the TWG for reiteration of the concerns
82 which was discussed during the pre-bid conference for round 1.
83
 - 84 • The TWG responded by referring the matter to the SBB No. 2 issued for
85 round 1, under Item No. 4 - Submission of Electronic Audited Financial
86 Statement, which states that *“The submission through electronic Audit
87 Financial Statements (eAFS) pursuant to RMC 49-2020 is acceptable
88 provided that the submitted Annual Financial Statement for 2020 will
89 include the Transaction Reference Number as proof of submission by the
90 bidder in lieu of the manual “Received” stamping”*.
91
 - 92 • Mr. Tolentino further clarified whether the abovementioned statements
93 will be applied for this second round, since those came from the bid
94 bulletin issued for round 1.
95
 - 96 • The TWG replied affirmatively, to which SEAOIL has noted.
97
- 98 ○ Mr. Tolentino raised another question, still pertaining to page 18 of the
99 Bidding Documents, under item E - For Ongoing Government and Private
100 Contracts (*e.g. NOA and/or Contract*), SEAOIL asked if they can have the soft

101 copy of the required documents printed out with supporting email
102 communications of the transmittal and whether it will suffice. Further,
103 SEAOIL claims that they only have the electronic copy of the documents,
104 which were signed with e-signatures, since both parties agreed not to
105 proceed with the usual paper and wet signature contracts due to the
106 pandemic. Especially that their counterparts are classified as regional
107 accounts or those that are coming from other countries.

108
109 • The TWG responded by referring the matter to the previously issued SBB
110 No. 2 for round 1, under Item No. 3, Documents supporting the statement
111 of all on-going government and private contracts, which states that *“In*
112 *the absence of Notice to Proceed, the bidder may submit other*
113 *documents that could support the validation of the list of on-going*
114 *contracts during post-qualification such as Purchase Order, Invoice, Bill*
115 *of Lading, Inspection and Receiving Report, and Certificate of*
116 *Acceptance”*.

117
118 • SEAOIL responded that the statement read by the TWG pertains to the
119 requirement for the Notice to Proceed, however, their concern refers to
120 Notice of Award and/or Contract which they do not have original copies
121 with wet signature, instead, they can present copies signed electronically
122 with corresponding barcodes.

123
124 • The BAC informed SEAOIL that the matter is noted and it will be subjected
125 to further discussion by the BAC, should the BAC have considered the
126 matter, a corresponding Bid Bulletin will be issued.

127
128 • SEAOIL replied that they are willing to disclose the names of the clients
129 outside or after the pre-bid conference, to further explain the scenarios
130 on electronic signing of documents.

131
132 • The BAC replied that the abovementioned concerns have been duly noted
133 and in case there are other concerns/clarifications on the Bidding
134 Documents, SEAOIL may send an email to the BAC through the BAC
135 Secretariat. Moreover, the TWG requested from SEAOIL to just put their
136 questions/clarifications in writing, in order for the TWG/BAC to address
137 it accurately.

138
139 • SEAOIL acknowledged the above request.

140
141 ○ The BAC asked the bidders if there are other questions.

142
143 ○ SEAOIL inquired regarding the date of the site visit.

144
145 • The BAC informed that there is a guideline for the site visit which will be
146 discussed by the TWG. Thereafter, the BAC gave the floor to the TWG to
147 present.

148
149 • The TWG read the letter from Ilijan personnel, which states that visitors
150 must submit RT-PCR test or rapid test result or medical certificate for

- 151 Covid-19 conducted within 7 days. However, the TWG clarified that the
152 validity of the results should be at least 2-3 days from the date of the
153 ocular site visit which is scheduled on 23 June 2021.
154
- 155 • Mr. Corales of Petron inquired if they can schedule it on 22 June 2021
156 instead of 23 June 2021, because their environmental safety personnel is
157 only available on the 22nd of June to assist them in the ocular site visit.
158
 - 159 • The TWG replied that the date 23rd June was given by the plant
160 management due to the recent Covid cases within the plant vicinity, thus,
161 the plant was under quarantine and will only be open by next week.
162 Nonetheless, the TWG informed Petron that they will still try to
163 coordinate with the plant management if he requested 22 June 2021 will
164 be accommodated.
165
 - 166 • The BAC asked Petron if they will be able to comply with the submission
167 of the Covid Test results by Monday, 21 June 2021.
168
 - 169 • Petron replied that they plan to avail a 24-Hour test on Monday and should
170 have the result by Tuesday, 22 June 2021 morning. Since the results will
171 be electronically sent to them.
172
 - 173 • The BAC instructed the TWG to coordinate with the plant management,
174 on the possibility of conducting the ocular site visit as early as 22 June
175 2021.
176
 - 177 • The TWG responded in the affirmative.
178
 - 179 • The BAC inquired from the other bidders if they are amenable to the
180 requested schedule of Petron, because PSALM will only have one (1)
181 schedule for the ocular site visit.
182
 - 183 • As per SEA OIL, there is no problem with them. Moreover, they inquired
184 whether the site visit is mandatory or not.
185
 - 186 • The BAC replied that it is not mandatory.
187
 - 188 ○ The BAC asked again the bidders if they still have other questions.
189
 - 190 ○ Petron inquired the current loading draft measure in the pier.
191
 - 192 • The TWG replied that as per Ilijan, the prospective bidder is the one to
193 check the draft. Further, the TWG does not know the current draft at
194 Ilijan.
195
 - 196 • Petron acknowledged TWG' response, and declared that they will just
197 include those queries in the their manifest for the ocular site visit.
198
 - 199 ○ Petron also inquired if there's a possibility for the Technical Specification for
200 the neat added diesel to be relaxed, specifically for the trace metals.

- 201 • The TWG replied that PSALM cannot relax the requirements, as mentioned
202 also in SBB No.2 issued for round 1, since PSALM has never relaxed the
203 requirements because of the OEM.
204
205 • Petron acknowledged the TWG’s response.
206
207 ○ Petron clarified the correct spelling/wordings of the name of PSALM to be
208 written in the Bid Securing Declaration, Omnibus Sworn Statements and other
209 Bid Forms, whether Power Sector Assets and Liabilities Management (PSALM)
210 Corporation or Power Sector Assets and Liabilities Management Corporation
211 (PSALM), in order for them to be consistent in the filling out of the forms.
212
213 • The BAC replied that there is no issue in using either of the two
214 abovementioned wordings, but for uniformity, the BAC suggested to use
215 Power Sector Assets and Liabilities Management (PSALM) Corporation.
216
217 • Petron noted on the above suggestion by the BAC.
218
219 ○ Petron also inquired on the correct business address of PSALM.
220
221 • The BAC instructed the TWG to read aloud the address to Petron.
222
223 • The TWG referred to the last page of the ITB of the Bidding Documents,
224 wherein the address of PSALM is stated.
225
226 • Petron acknowledged and asserted that they will just refer to the Bidding
227 Documents.
228
229 ○ Again, the BAC asked the bidders if they still have other questions. Hearing
230 none, the BAC reminded the bidders that in case they still have other
231 questions, they can write a letter to the BAC.
232
233 ○ As instructed by the BAC, the BAC Secretariat informed the bidders that their
234 letters must be received at least ten (10) days prior to the bid opening, in
235 order for the BAC to deliberate and issue bid bulletin at least 7 days prior the
236 bid opening, if found necessary.
237
238 ○ Petron asked if the letter has to be sent in physical copy or soft copy.
239 • The BAC responded that letters sent through email are accepted.
240
241 ○ Further, Petron clarified if the “10 days” is calendar or working days.
242 • The BAC responded that it is calendar days.
243 • Petron acknowledged.

244 245 **3. Adjournment:**

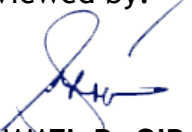
246
247 Thereafter, having no further clarifications from the Bidders and other matters
248 to be discussed, the pre-bid conference was adjourned at 2:23 PM.
249
250

Prepared by:




MARY GRACE E. CATARIN
BAC Secretariat Member

Reviewed by:



ROMMEL R. OIRA
BAC Secretariat Head

Approved by:



IMMACULADA C. MAURICIO
BAC Chairperson