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Minutes of Pre-Bid Conference

**Procurement of the Services of Third-Party Real Estate Appraisers for
Various PSALM Real Estate Assets for CY 2021**

**Lot No. 1: Procurement of Third-Party Real Estate Appraiser 1
(Project Reference No. 2021-PB-TPA-REA-002-03A)**

**Lot No. 2: Procurement of Third-Party Real Estate Appraiser 2
(Project Reference No. 2021-PB-TPA-REA-002-03B)**

Present:

Bids and Awards Committee (BAC)

Mr. Glenn B. Santos	Chairperson
Atty. Glenda Leah A. Caringal	Vice-Chairperson
Atty. Frederick R. Tamayo	Member
Mr. Edgar C. Cabrera	Member
Mr. Ronald V. Siquioco	Member

Technical Working Group (TWG)

Mr. Leonard T. dela Cruz	Chairperson
Mr. Gerry T. Verin	Member
Mr. Julio Jerome C. Cosico	Member
Atty. Frederick William D. Crisologo	Member

BAC Secretariat

Mr. Rommel R. Oira	Head
Ms. Maria Anna R. dela Cruz	Member
Mr. Caesar R. Antonio	Member
Ms. Annaliza C. Lopez-Cruz	Member
Ms. Mary Grace E. Catarin	Member
Ms. Aya N. Jacildo	Member

Bidders

Mr. Eric Reporte	Value Metrics, Inc.
Ms. Joanne B. Salansan	Asian Appraisal Company, Inc.

The pre-bid conference for the above projects, held via ZOOM Cloud Meetings APP, was called to order at 12:13 PM on 25 May 2021, and was presided by the BAC Vice-Chairperson, Atty. Glenda Leah A. Caringal.

50 **1. Business Matters:**

51

52 The BAC Vice-Chairperson asked the Head of the BAC Secretariat (HBS) if
53 there is a quorum, to which the HBS replied in the affirmative.

54

55 The BAC Vice-Chairperson asked the HBS to introduce the representatives
56 from the prospective bidders present, namely, Mr. Eric Reporte from Value
57 Metrics, Inc. (“VMI”) and Ms. Joanne Salansan from Asian Appraisal Company, Inc.
58 (“Asian Appraisal”).

59

60 The BAC Vice-Chairperson then introduced the members of the BAC, the TWG
61 and the members of the BAC Secretariat.

62

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

67

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

69

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

71

72 ○ The TWG presented and discussed first the details of the Invitation to Bid.

73

74 ○ The TWG presented and discussed the other details of the Bidding
75 Documents.

76

77 ○ The TWG reminded the Bidders of the following:

78

79 ○ To be keen in indicating the project number of the project where the
bidder will participate;

80

81 ○ To double check the files to be submitted for the bid opening as
there are cases that the submitted documents are corrupted;

82

83 ○ To check the documents to be submitted for Lot 1 and Lot 2 to avoid
mix up during the bid submission; and

84

85 ○ To carefully read Annex “A” of the Bidding Documents regarding the
electronic/online submission.

86

87 ○ Ms. Salansan of Asian Appraisal inquired if the TWG will accept since the
88 Real Estate Appraiser’s Professional License is to expire on 10 June 2021
89 although they already applied for renewal which will be released only in
90 August 2021. The TWG mentioned that the license is still part of the post-
91 qualification documents and that the TWG will meet and consult the BAC on
92 this. The TWG will inform the bidder of the result of discussion.

93

94 ○ The BAC reminded that the bidders can still submit questions and if
95 necessary, will release a Supplemental Bid Bulletin seven (7) days before bid
96 submission deadline.

97

- 98 ○ The BAC also reminded the Bidders that should they have any questions,
99 they can write the BAC at least ten (10) days prior to bid opening.

100

101 **3. Adjournment:**

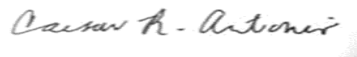
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103 Thereafter, having no further clarifications from the Bidders and other matters
104 to be discussed, the pre-bid conference was adjourned at 01:19 PM.

105

106

Prepared by:



CAESAR R. ANTONIO
BAC Secretariat Member

Reviewed by:



ROMMEL R. OIRA
BAC Secretariat Head

Approved by:



GLENDA LEAH A. CARINGAL
BAC Vice Chairperson

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