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9 **Minutes of Pre-Bid Conference**

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11 **Procurement of Consulting Services for the Appraisal of**
12 **PSALM Assets and Properties**
13 **(Project Reference No. 2021-PB-CS-APAP-007-02)**
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15 Present:

16 **Bids and Awards Committee (BAC)**

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

22 **Technical Working Group (TWG)**

23 Mr. Gian Karlo F. Abella	Chairperson
24 Mr. John Aldrin L. Manikan	Member
25 Atty. Frederick William D. Crisologo	Member
26 Mr. Danie James B. Honorio	Member
27 Mr. Alexander M. Bautista	Member

28 **BAC Secretariat**

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

35 **Bidder**

36 Ms. Rosemarie Abreu	Royal Asia Appraisal Corp.
37 Mr. Carlo Bonilla	Royal Asia Appraisal Corp.

38 **Observer**

39 Ms. Zenaida P. Oliquino	FiMD Representative
40 Ms. Grace G. Evangelista	FiMD Representative

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43 The pre-bid conference for the Procurement of Consulting Services for the
44 Appraisal of PSALM Assets and Properties (“the Project”), held via ZOOM Cloud
45 Meetings APP, was called to order at 11:22 AM on 29 June 2021, and was presided
46 by the BAC Chairperson, Mr. Glenn B. Santos.

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48 **1. Business Matters:**

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50 The BAC Chairperson welcomed the presence of the representatives of the
51 Bidder, Royal Asia Appraisal Corporation (RAAC) and afterwards introduced the
52 members of the BAC, TWG and BAC Secretariat.
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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 Chairperson asked the BAC Secretariat if observers were invited.
58 The BAC Secretariat replied that invitations to observe the proceedings and the
59 Zoom meeting details were sent to the Commission on Audit and other
60 observers from the private sector and non-government organization, but no
61 representative attended the proceedings except from the FiMD representatives.

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

64 65 **2. Presentation of the Bidding Document and Clarification from the Bidder**

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67 ○ The TWG presented and discussed the Bidding Documents.

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69 But before the TWG presented the Bidding Documents, the lone bidder,
70 RAAC, asked for the clarification why PSALM is conducting the pre-bid since
71 RAAC has submitted its technical and financial bid documents. The TWG
72 explained that the first process was for the eligibility checking for a
73 consultancy procurement, then the notice of shortlisting for them to proceed
74 with the process then the conduct of the pre-bid conference, thereafter, the
75 submission of the technical and financial documents. Confusion arose when
76 RAAC received a letter that said they are invited already for the bidding.
77 However, the BAC Vice-Chairperson clarified further the process, emphasizing
78 on the difference between the consultancy services and the procurement of
79 goods and services.

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81 The TWG proceeded with the presentation but focused on the Terms of
82 Reference (Section VI of the Bidding Documents) to know the requirements to
83 be submitted by the shortlisted bidder/consultant.

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85 The only issue raised by RAAC is on the requirement for the Optimal
86 Replacement Cost. As a background, RAAC was awarded by the BAC then to
87 undertake the appraisal of assets in 2010 and 2014 and this issue was also
88 raised in these years, to which RAAC informed the present BAC that they were
89 allowed before to exclude in the requirements to be submitted. However, for
90 the present TWG, it suggested that this requirement and observation should be
91 included in the submission of Technical Proposal Form No. 1 (TPF1) wherein
92 they can raise concerns/comments and suggestions on the Terms of Reference
93 and on data, services and facilities to be provided by the procuring entity to
94 avoid failure or be declared as non-compliant.

95
96 The TWG then asked RAAC for any additional questions or clarifications, to
97 which RAAC responded none.

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99 Moreover, the BAC informed the shortlisted bidder that in case they may
100 have additional inquiries and clarifications, they can send them through the
101 official e-mail address of the BAC Secretariat as indicted in the Bidding
102 Documents seven (7) days prior to Bid Opening date.

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105 **3. Adjournment:**

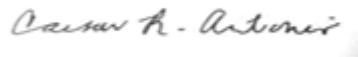
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107 Thereafter, having no other matters to be discussed, the pre-bid conference
108 was adjourned at 12:22 PM.

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Prepared by:



CAESAR R. ANTONIO
BAC Secretariat Member

Reviewed by:



ROMMEL R. OIRA
BAC Secretariat Head

Approved by:



GLENN B. SANTOS
BAC Chairperson

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