

MINUTES OF THE MEETING FOR THE PRE-PROPOSAL CONFERENCE
July 12, 2016
RFP No. SRP380-16-R-0002
Asphalt Repair and Overlay at U.S. Embassy, Seafront Compound (Phase 1)

Introduction

Representatives from FAC, Mr. Reuel Bautista and Anton Marcelo, attended the Pre-Proposal conference.

C&P Procurement Agent, Jewela S. Acuzar, highlighted the following sections of the solicitation:

1) SF 1442 cover sheet

- Deadline of submission of offers: July 28, 2016 , no later than 4:00pm, at the C&P office or at the Harrison Gate.
- No offers will be accepted after 4:00pm.
- NO EMAIL SUBMISSIONS PLEASE.

2) Section B, Supplies or Services and Prices/ Costs

Firm fixed price. Price is not subject to adjustments due to any escalation in the cost of materials, tools, equipment, fuel, transportation, labor or inflation rate, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required, or due to fluctuations in currency exchange rates.

- Price shall be in Philippine Pesos.
- Value Added Tax. VAT shall not be included in the price as it is not applicable to this contract. The US Government is exempt from payment of taxes.

3) Section C, Description/Specifications/ Statement of Work

- Refer to Section J – Attachment 5: Drawing / Attachment 6: Scope of Work

4)Section F, Deliveries or Performance

- Complete the entire work ready for use within thirty working days after NTP.
- **Liquidated damages:** Php9,400 for each calendar day of delay.
- **Working hours:** 7:30am-4:30pm, Mon-Fri, excluding holidays
- Contractor shall give 24 hours in advance notice to the COR who will consider any deviation from the hours specified.
- Deliverables

5) Section G, Administration Data

- The COR is the Chief Engineer.
- Advance payment is not authorized.
- Payment by electronic funds transfer (EFT), net 30 days.

6) Section H, Special Contract Requirements

Upon award, the contractor shall furnish a performance and payment bond --

*Performance bond: 20% of contract price.

*Payment bond: 20% of contract price.

Insurance: Bodily injury- PHP50k per occurrence, PHP100k cumulative;

Property damage- PHP50k per occurrence, PHP100k cumulative.

7) Section I, Clauses

- FAR 52.222-50 Combating Trafficking in Persons. USG has a zero tolerance policy re trafficking. Every instance of trafficking will be examined and could result in termination of employees or subcontractors, suspension of contract payments or contract terminations.

8) Section J, List of Attachments

9) Section K, Representations, Certifications and other Statements of Offerors or Quoters

- Fill out only those that are applicable.

10) Section L, Instructions, Conditions and Notices to Offerors or Quoters

- System for Award Management

Each proposal must consist of the following in physically separate volumes

L.5.2.1 Volume I (2 copies): Standard Form (SF) 1442 and Section K. Complete blocks 14 through 20C of the SF-1442 and all of Section K.

L.5.2.2 Volume II (2 copies): Price proposal and Section B. The price proposal shall consist of completion of Section B and Section J, Attachment 4, "BREAKDOWN OF PROPOSAL PRICE BY DIVISIONS OF SPECIFICATIONS. Complete all applicable portions of this form in each relevant category (such as., labor, materials, etc.).

L.5.2.3 Volume III (4 copies): Performance schedule and Business Management/Technical Proposal.

MAGNITUDE OF CONSTRUCTION PROJECT

It is anticipated that the range in price of this contract will be: **between PHP4,700,000.00 and PHP11,750,000.00.**

FINANCIAL STATEMENT

Income (profit-loss) Statement that shows profitability for the past *three (3) years*.

Balance Sheet that shows the assets owned and the claims against those assets, or what a firm owns and what it owes; and

Cash Flow Statement that shows the firm's sources and uses of cash during the most recent accounting period. This will help the Government assess a firm's ability to pay its obligations.

11) Section M, Evaluation Factors for Award

The Government intends to award a contract to the lowest priced, technically acceptable offeror, who is a responsible contractor.

CONCLUSION

The conference concluded and attendees were thanked for their presence and expression of interest in serving the U.S. Government. The meeting was adjourned.