



REPUBLIC OF THE PHILIPPINES
NATIONAL IRRIGATION ADMINISTRATION
REGIONAL OFFICE NO. IX (ZAMBOANGA PENINSULA)
REGIONAL CENTER, BALINTAWAK, PAGADIAN CITY

MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC)
HELD ON 8 SEPTEMBER 2023 AT CONFERENCE ROOM, NIA REGIONAL OFFICE IX,
REGIONAL CENTER, BALINTAWAK, PAGADIAN CITY, ZAMBOANGA DEL SUR

I. ATTENDANCE

Present:

Bids and Awards Committee

JOEL G. JANIOLA	Vice-Chairperson, BAC
FEDERICO A. DALAOTA	Member, BAC
ARNON T. CARBONILLA	Member, BAC
NORMA C. CABRALES	Member, BAC
REX L. ARMENTIA	Provisional BAC Member

Technical Working Group

BURT K. LAGORRA	Head, TWG
KATHERINE GRACE C. LUMILIS	Member, TWG
RODEL J. YUNTING	Member, TWG
NISA C. SINDATOC	Member, TWG

Secretariat

MARIETTA M. CORTES	Head, Secretariat
SIMPLICIO GERARDO R. BAUTISTA	Member, Secretariat
CHENDYLENE R. BULANON	Member, Secretariat
EDROSE BIEM HORTILANO-GONZALES	Member, Secretariat
PETERSON C. BONGBONG	Member, Secretariat

Absent: (*On Official Business/**On Leave)
ANGELIE P. CANONEO**

Member, Secretariat

II. AGENDA

The pre-bid conference for the following projects:

- 1. NIA-R9 Improvement (Supplemental)**
- 2. Lamitan CIS (2nd call)**
- 3. Colonia CIS (2nd call)**
- 4. Parian Baunoh SIP (2nd call)**

Invitations of the procurement of the above-mentioned projects were sent to Commission on Audit (COA), Philippine Contractors Association (PCA), Irrigators Association (IA), End-user (EU) and Philippine Chamber of Commerce and Industry (PCCI).



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III. CALL TO ORDER

The meeting was held at the Conference Room of the National Irrigation Administration, Regional Office IX, Regional Center, Balintawak, Pagadian City, Zamboanga del Sur and called to order at exactly **9:40 AM** of the **8th** day of **September 2023** presided by **Engr. Joel G. Janiola**, the BAC Vice-Chairperson. Mr. Simplicio Gerardo R. Bautista, member of the BAC Secretariat, led the opening prayer.

IV. QUORUM

Mr. Bautista read the attendance to acknowledge the presence of BAC and prospective bidders. As most of the BAC members are present, the Vice-Chairperson declared the presence of a quorum.

V. PROSPECTIVE BIDDERS

The appearances of the following bidders' representatives and observers were acknowledged as follows:

#	Bidders Name	Company's Name/Address
1	Mr. Abdullah Ramzi Latip	Telsons Construction Services
2	Ms. Tara Jane Sy	Crizel Construction
3	Ms. Dawn Bago	Fig-Owl Enterprises

VI. DISCUSSIONS

The following information/issues were raised, discussed, agreed, and clarified:

1. Lamitan CIS (2nd call), Lamitan City, Basilan Province

Cont. Ref No. NIAREG9-083023-REPAIRCISCY2023-067 (INFRA) 2nd call

- Engr. Rex L. Armentia, Acting Manager of ZAMBASULTA RSO, read the contents of the bidding documents, wherein the contract has the following details:
 - a. Approved Budget of the Contract (ABC) is **₱ 5,145,207.95**.
 - b. Required experience (50% of ABC) is **₱ 2,572,603.98**.
 - c. Project Duration is **168 calendar days**.
 - d. Project Description is for **Construction of Canalization and Canal Structures for Lamitan CIS (2nd call), Lamitan City, Basilan Province**.
- The schedule for site inspection is then discussed and agreed upon with the prospective bidders.

2. Colonia CIS (2nd call), Lamitan City, Basilan Province

Cont. Ref No. NIAREG9-083023-REPAIRCISCY2023-068 (INFRA) 2nd call

- Engr. Armentia, read the contents of the bidding documents, wherein the contract has the following details:
 - a. Approved Budget of the Contract (ABC) is **₱ 3,859,079.28**.
 - b. Required experience (50% of ABC) is **₱ 1,929,539.64**.
 - c. Project Duration is **119 calendar days**.



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- d. Project Description is for **Construction and Repair of Canalization and Canal Structures for Colonia CIS (2nd call), Lamitan City, Basilan Province.**
- The schedule for site inspection is then discussed and agreed upon with the prospective bidders.
- 3. Parian Baunoh SIP, Lantawan, Basilan Province**
Cont. Ref No. NIAREG9-083023-RRESIPCY2019-069 (INFRA) 2nd call
- Engr. Armentia, read the contents of the bidding documents, wherein the contract has the following details:
 - a. Approved Budget of the Contract (ABC) is **₱ 5,201,873.00.**
 - b. Required experience (50% of ABC) is **₱ 2,600,936.50.**
 - c. Project Duration is **205 calendar days.**
 - d. Project Description is for **Installation of Trashrack & Construction of Canalization for Parian Baunoh SIP (2nd call), Lantawan, Basilan Province.**
 - The schedule for site inspection is then discussed and agreed upon with the prospective bidders.
- 4. Patalon CIS (NP 53.1), Patalon, Zamboanga City**
Cont. Ref No. NIAREG9-032123-RESTOCISCY2023-021 (GOODS) NP 53.1
- Engr. Armentia, read the contents of the bidding documents, wherein the contract has the following details:
 - e. Approved Budget of the Contract (ABC) is **₱ 1,467,841.00.**
 - f. Required experience (25% of ABC) is **₱ 366,960.25.**
 - g. Project Duration is **1 month.**
 - h. Project Description is for **Supply & Delivery of Construction Materials for Patalon CIS (NP 53.1), Patalon, Zamboanga City.**
 - The schedule for site inspection is then discussed and agreed upon with the prospective bidders.
- 5. NIA-R9 Improvement (Supplemental) for NIA-Region 9, Balintawak, Pagadian City (Lot 1-4)**
Cont. Ref No. NIAREG9-092023-COBCY2022-079 (GOODS)
- The BAC secretariat read the contents of the bidding documents, wherein the contract has the following details:
 - a. Approved Budget of the Contract (ABC) is **₱ 2,734,841.05.**
 - Lot 1 (Construction Materials): **₱ 1,017,555.00**
 - Lot 2 (Power Supply): **₱ 830,951.65**
 - Lot 3 (Glass Works): **₱ 113,954.40**
 - Lot 4 (Guest Building Room Equipment & Accessories): **₱ 772,380.00**
 - b. Required experience (25% of ABC) is **₱ 366,960.25.**
 - c. Project Duration is **1 month.**
 - d. Project Description is for **Supply & Delivery of Construction Materials, Installation of Power Supply, Additional Glass Works, and Guest Building Room Equipment & Accessories for NIA-Region 9, Balintawak, Pagadian City.**
 - The schedule for site inspection is then discussed and agreed upon with the prospective bidders.



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VII. BIDDING MATTERS

- Reading of **MC No. 40**, s. 2017 and **MC No. 67**, s. 2016.
- Prospective bidders were advised to submit proposals within the Approved Budget for the Contract.
- The bidders were informed to only use GPPB standard/prescribed forms in submitting their Bid-proposals. To re-orient and further familiarize them, forms were presented and discussed to wit:
 1. **List of Equipment, Owned or Leased and/ or under Purchase Agreements, pledged to the Proposed Contract.** Bidders were reminded that matrix form should be accomplished thoroughly, and registration numbers must be updated accordingly. Hence, for items that are not applicable should be filled with "N/A" otherwise indicate appropriate remarks. Forms with incomplete data/misrepresentation of facts may constitute the disqualification of the bidders. Also, bidders were reminded to avoid using equipment already pledged to other contracts.
 2. **Qualification of Key Personnel Proposed to be Assigned to the Contract.** Contractors/bidders key personnel assigned to on-going projects with NIA must not be recast/pledged again as key personnel for this bidding. The BAC will prioritize contractors/company which employs materials quality engineer.
 3. **Key Personnel Biodata.** Form must be accomplished and signed with the concerned person. Licenses must be up to date.
 4. **List of all on-going Government and Private Construction Contracts including Contracts awarded and not yet awarded.** Data declared in the form must be with a legal basis and accurate. The BAC will be reviewing the bidder's background and any misrepresentation of data may constitute disqualification of their bid.
 5. **Statement of Bidders' Single Largest Completed Contract (SLCC).** Supporting documents to be attached must be complied accordingly.
 6. **Documents Comprising the Bid: Eligibility and Technical Components** (*Clause 12, ITB of Public Bidding Documents*)
 - a. **Eligibility Documents**
Class "A" documents
 - PhilGEPS Certificate of Registration (Platinum Membership)
 - Statement of all ongoing government and private contracts
 - Statement of SLCC
 - Notice of Award and/or Notice to Proceed
 - Project Owner's Certificate of Final Acceptance or the Constructors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory. (*In the event of contracts with the private sector, an equivalent document shall be submitted.*)
 - Valid Special PCAB license in case of joint ventures
 - Net Financial Contracting Capacity (NFCC) computation (Must be supported by Audited Financial Statement duly received by the BIR)*Class "B" documents*
 - Joint Venture Agreement (Special PCAB License)
 - b. **Technical Documents**
 - Bid Security
 - Bank draft/guarantee or Irrevocable letter of credit; or Surety Bond
 - Bid Securing Declaration (Cause 18.1, ITB of PBD)



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- Project Requirements
- Organizational chart
- List of contractor's personnel (with complete qualification and experience data, and not already pledged to another contract)
- List of contractor's major equipment units (supported by proof of ownership, certification of availability of equipment from the equipment from the equipment lessor/vendor for the duration of the project)
- Omnibus Sworn Statement

7. Documents Comprising the Bid: Financial Component (*Clause 13, ITB of Public Bidding Documents*)

a. Financial Bid Form (Discounts offered must be provided with explanation)

- Bid Price
- Bill of quantities

b. Any other document stated in the Bid Data Sheet (BDS)

- Detailed estimates (Labor rate should follow the updated Regional Wage Board)
- Cash flow by quarter or payment schedule

8. Bid Validity (*ITB Section 17*)

9. Format and Signing of Bids (*ITB Section 19*)

10. Sealing and marking of Bids (*ITB Section 20*).

- Documents must be softbound with tabbing according to checklist.

11. Deadline for Submission of Bids (*ITB Section 21*)

12. Late Bids (*ITB Section 22*)

- GPPB Standard Forms will be included upon purchase of Bid Documents.
 - Representative shall strictly bring Special Power of Attorney (SPA) from only (1) construction firm during Site Inspection.
- *Other Reminders for Bidders:*
 1. All documents duly must be signed.
 2. Submitting partial bids are not allowed.
 3. For withdrawing bids, a letter of withdrawal must be received by the BAC Secretariat before the scheduled start of bid opening.


VIII. OTHER MATTERS

The Opening of Bids is scheduled on **September 20, 2023**, at **9:00 AM** to be held at NIA Regional Office IX, Conference Room.

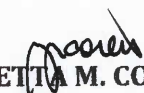
IX. ADJOURNMENT

They're having no more issues to discuss and to be resolved, the pre-bid conference adjourned at **10:35 AM**.

Prepared by:


CHENDYLENE R. BULANON
Member, Secretariat

Noted by:


MARIETTA M. CORTES
Head, Secretariat



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Conformed by:

ARNON T. CARBONILLA
BAC Member

NORMA C. CABRALES
BAC Member

FEDERICO A. DALAOTA
BAC Member

(Joined Via Virtual Conference)
REX L. ARMENTIA
Provisional BAC Member

JOEL G. JANIOLA
BAC Vice Chairperson

ANTONIO B. GUJELING
BAC Chairperson