



## **MINUTES OF PRE-BID CONFERENCE**

November 25, 2024 @ 9:00 A.M.

Present were:

### **Bids and Awards Committee**

**NANCY A. POLIRAN**  
**AGUSTIN B. HILADO**  
**DAISY P. SAME**

BAC Vice Chairperson  
BAC Member/ Secretariat Head  
Member

### **Technical Working Group**

**MARIE THERESE T. TALADUA**  
**JADE B. LAGAN**  
**REY BRYAN L. SAMBO**  
**ELVIN B. BELLEZA**

TWG, Head  
TWG, Member  
TWG, Member  
TWG, Member

### **Secretariat**

**MA. SHIENA B. LUMATA**  
**JHONRIE C. SIOTING**  
**FLORDELIZA B. TIKING**  
**AGNES GRACE DUHAYLUNGSOD**  
**JUDITH S. EPOGON**

BAC Secretariat  
BAC Secretariat  
BAC Secretariat  
BAC Secretariat  
BAC Secretariat

### **BIDDERS AND SUPPLIERS:**

**LUCIA B. COCA**  
**WILBERT UBAY**  
**GRACE SOLITORIO**

**JUNREL LUNGAY**  
**ZELFAMAE FLORES**  
**KENNETH CASIPONG**  
**ALJEHAM COMOYLO**  
**MS. YUNTING**

JGC CONSTRUCTION ENTERPRISES  
SIBUGAY RGT CONSTRUCTION  
LONG ISLAND BUILDERS &  
CONSTRUCTION/CHAMPION COMMERCIAL  
JM2 CONSTRUCTION SUPPLIES  
SIANO SAWMILL/LUMBER & FURNITURE  
RCJJ GEN. MERCHANDISE  
ZAMBO. JA TRADING CORP.  
HARYL HARDWARE & CONSTRUCTION

The Pre-Bid Conference for the Bidding of Infrastructure Project:

CONTRACT NO.	NAME OF PROJECT	LOCATION	ABC
<b>Infrastructure Project</b>			
NIAREG9-11112024-REPAIR-CISCY2025-972 (INFRA)	AZUSANO CIS CY 2025	Titay, Zamboanga Sibugay	Php 4,708,747.24
NIAREG9-11112024-REPAIR-CISCY2025-973 (INFRA)	ILISAN CIS CY 2025	Alicia, Zamboanga Sibugay	Php 4,708,742.55
NIAREG9-11112024-RESTO-CISCY2025-974 (INFRA)	BELLA CIS CY 2025	Alicia, Zamboanga Sibugay	Php 9,417,405.64
NIAREG9-11112024-RESTO-CISCY2025-975 (INFRA)	SOLUAN-COLORAN CIS CY 2025	Siay, Zamboanga Sibugay	Php 4,708,765.73
NIAREG9-11112024-REPAIR-CISCY2025-976 (INFRA)	CAMANGA I CIS CY 2025	Siay, Zamboanga Sibugay	Php 5,650,499.27
<b>Goods - Supply &amp; Delivery of Construction Materials</b>			
NIAREG9-11112024-REPAIR-CISCY2025-977 (GOODS)	PANGI CIS CY 2025	Ipil, Zamboanga Sibugay	Php 865,095.00
NIAREG9-11112024-REPAIR-CISCY2025-978 (GOODS)	CAMANGA II CIS CY 2025	Siay, Zamboanga Sibugay	Php 854,225.00
NIAREG9-11112024-REPAIR-CISCY2025-979 (GOODS)	UPPER TUNGAWAN CIS CY 2025	Tungawan, Zamboanga Sibugay	Php 966,445.00
NIAREG9-11112024-REPAIR-CISCY2025-980 (GOODS)	LUTIMAN CIS CY 2025	Alicia, Zamboanga Sibugay	Php 891,120.00

held at National Irrigation Administration, DA-RFOIX, Research Division Compound, Sanito, Ipil, Zamboanga Sibugay was called to order at 9:06 AM presided by Nancy A. Poliran the BAC Vice Chairperson.

1. Opening  
The session officially opens with a short prayer given by Ms. Flordeliza B. Tiking.
2. Attendance

Appearance of the attending BAC Members, TWG Member and BAC Secretariat and bidders is acknowledged in the order listed in the attached attendance sheet as read aloud by Ma. Shiena B. Lumata, Secretariat

Participants	Present	Official Business	Absent
Bids and Awards Committee	3	0	2
Technical Working Group	4	2	0
Secretariat	5	0	0

3. Quorum  
The BAC Vice Chairperson declared the presence of quorum.

Business Matters:

**I. Presentation of procurement guidelines and administrative actions imposed by NIA.**

Nancy A. Poliran, BAC Vice Chairperson discussed and reminded to the bidders to strictly observed the following circulars:

- [MC No. 67 s. 2016](#) Guidelines in the implementation of the 3 Strike policy in procurement of contract for infrastructure project works, goods and consulting Services
- [MC No. 40 s. 2017](#) Administrative actions on contracts with negative slippage

**II. Presentation of the Public Bidding Documents**



The BAC Vice Chairperson requested the TWG Member to thoroughly discuss the content of the bidding documents and the works to be done of the following projects:

1. Azusano CIS presented by Jade B. Lagan
2. Ilisan CIS presented by Elvin B. Belleza
3. Bella CIS presented by Rey Bryan L. Sambo
4. Soluan-Coloran CIS presented by Jade B. Lagan
5. Camanga I CIS presented by Jade B. Lagan
6. Pangi CIS presented by Rey Bryan L. Sambo
7. Camanga II CIS presented by Elvin B. Belleza
8. Upper Tungawan CIS presented by Rey Bryan L. Sambo
9. Lutiman CIS presented by Jade B. Lagan

The bids and award committee reminded the bidders the following:

- a. To thoroughly review the documents to be drop during the bidding, for the BAC will be based on non-discretionary "pass/fail" criterion.
- b. The BAC Chairperson informed the interested bidder that before purchasing and Opening Bid Documents the bidder must present Original Certificate of Site Inspection, Sworn Affidavit of Site Inspection and Special Power of Attorney (SPA) for representative per projects. Photocopy is not allowed.
- c. Also reminded the bidders to follow the Checklist and Bidding Forms specified in Bid Documents.

The bids and award committee agreed to make an addendum as follows:

**Goods:**

• **Upper Tungawan CIS**

Schedule of Requirements under item 4 - Marine Plywood due to a clerical error, Total of 35 pcs Marine Plywood ½" thickness to be delivered on 1<sup>st</sup> week. Under item 5 - RSB 10mm dia. x 6m length (G 40) – 388 pcs to be delivered on 1<sup>st</sup> week, 387 pcs on 3<sup>rd</sup> week & 123 pcs on 4<sup>th</sup> week.

• **Lutiman CIS**

Schedule of Requirements under item 18 - Form Lumber 2" x 3" x 12' due to a clerical error, Total of 22 pcs of Form Lumber 2" x 3" x 12' to be delivered on 1<sup>st</sup> week.

**III. Open Forum**

Several questions were raised during the open forum:

Questions from Ms. Coca:

1. Wash Sand Clarification: Ms. Lucia Coca sought clarification on the type of wash sand required. The BAC responded that bidders should adhere to the specifications in the bidding documents.
2. Time Extension for Rainy Days: Ms. Lucia Coca inquired about the allowance for time extensions due to rain. The BAC explained that a predetermined time allowance was factored into the PERT-CPM schedule. Request for extensions beyond this allowance would need to submit a weather report from PAG-ASA.
3. Disqualification Criteria: Ms. Lucia Coca asked about the criteria for disqualification due to missing documents. The BAC Chairperson clarified that these criteria are listed in the checklist attached to the bidding documents.

Questions from Engr. Junrel Lungay:

1. Minimum Key Personnel (Survey Team): Engr. Lungay sought clarification on the minimum key personnel requirements, specifically for the survey team. The TWG clarified that a joint survey would be conducted by the NIA Survey Team and the contractor's survey team to verify data.

2. Cement Specifications: Engr. Lungay asked about the preferred type of cement. The TWG member clarified that bidders should follow the cement specifications detailed in the bid documents at Technical Specifications.

Sir Wilbert Ubay sought clarification on lumber specifications. The TWG explicitly stated that coco lumber is not acceptable.

#### IV. Proper Sealing of Envelopes

Jhonrie C. Sioting, Secretariat also presented to the bidders the proper sealing of envelopes during the opening of bids. It also requires the bidders to drop an original copy, copy 1 and copy 2 this coming December 9, 2024 @ 9:00 NIA Conference Room.

#### V. Other Matters

##### a. Schedule of Inspection:

NAME OF PROJECT	LOCATION	PIC / CONTACT PERSON	CONTACT NO.	SCHEDULE
<b>Infrastructure</b>				
AZUSANO CIS CY 2025	Titay, Zamboanga Sibugay	Jimson Retes/Judith Epogon	Retes-09650581861 Epogon-09176325677	Nov. 26, 2024
ILISAN CIS CY 2025	Alicia, Zamboanga Sibugay	Faith Sotomayor/Rene Maghanoy	Faith-09974722496 Rene-09074242332	Nov. 27, 2024 at morning
BELLA CIS CY 2025	Alicia, Zamboanga Sibugay	Faith Sotomayor/Rene Maghanoy	Faith-09974722496 Rene-09074242332	Nov. 27, 2024 at morning
SOLUAN-COLORAN CIS CY 2025	Siay, Zamboanga Sibugay	Reydan Penialcoza/Rejean Seno	Reydan 09453322791 Re jean 09457754671	Nov. 26, 2024
CAMANGA I CIS CY 2025	Siay, Zamboanga Sibugay	Neceloro Anero / Rejean Seno	Neceloro-09358478397 Re jean 09457754671	Nov. 27, 2024 at afternoon
<b>Goods</b>				
PANGI CIS CY 2025	Ipil, Zamboanga Sibugay	Mathet Taladua / Rejean Seno	Mathet-09072838010 / Re jean 09457754671	Nov. 26, 2024
CAMANGA II CIS CY 2025	Siay, Zamboanga Sibugay	Neceloro Anero / Rejean Seno	Neceloro-09358478397 Re jean 09457754671	Nov. 27, 2024 at afternoon
UPPER TUNGAWAN CIS CY 2025	Tungawan, Zamboanga Sibugay	Jimson Retes / Joseph Sultan	Retes-09650581861 / Joseph-09651799034	Nov. 26, 2024
LUTIMAN CIS CY 2025	Alicia, Zambo. Sibugay	Elvin Belleza / Rene Maghanoy	Elvin-09975243021 / Rene-09074242332	Nov. 27, 2024

##### b. Noted comment/reaction from the BAC representative and bidders:

The BAC expressed appreciation to the interested bidders for attending the Pre-Bid Conference and reminded the bidders to set their time same as the office clock to found in the lobby, to refrain from late submission of bids this coming December 9, 2024 @ 9:00 A.M NIA Conference Room, DA-RFO-IX, Research Division Compound, Sanito, Ipil, Zamboanga Sibugay.


The Bidders have no other comments with regards to the project being procured.

The Pre-bid Conference adjourned at 12:10 P.M.

Prepared by:

  
**JHONRIE C. SIOTING**  
BAC Secretariat

Reviewed by:

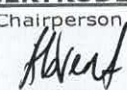
  
**AGUSTIN B. HILADO**  
BAC Secretariat, Head Secretariat

Conformed by:

  
**MARIA GERTRUDES P. GANIA**  
BAC Chairperson

  
**NANCY A. POLIRAN**  
BAC Vice-Chairperson

  
**DAISY P. SAME**  
BAC Member

  
**MARLOU P. MACABINTA**  
BAC Member