



MINUTES OF PRE-BID CONFERENCE

December 2, 2024 @ 9:00 A.M.

Present were:

Bids and Awards Committee

NANCY A. POLIRAN
AGUSTIN B. HILADO
DAISY P. SAME
MARLOU P. MACABINTA

BAC Vice Chairperson
BAC Member/ Secretariat Head
Member
Member

Technical Working Group

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

TWG, Head
TWG, Member
TWG, Member

Secretariat

JHONRIE C. SIOTING
FLORDELIZA B. TIKING
AGNES GRACE DUHAYLUNGSOD
JUDITH S. EPOGON

BAC Secretariat
BAC Secretariat
BAC Secretariat
BAC Secretariat

BIDDERS AND SUPPLIERS:

ALMALYN PARADO
VRENDZ VENGCO
ALIAH ROXAS

AC JOYO DESIGN & TECHNICAL SERVICES
AC JOYO DESIGN & TECHNICAL SERVICES
EVDC GEOTECH. ENGINEERING CONSULTANCY
TERMS CONCRETE TESTING (TCT BIDDING)

The Pre-Bid Conference for the Bidding of Consulting Services:

CONTRACT NO.	NAME OF PROJECT	LOCATION	ABC
<u>Consulting Services</u>			
NIAREG9-11112024-FSDECY2023-981	TITAY SRIP	Titay, Zamboanga Sibugay	Php 3,462,886.63

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 Judith S. Epogon.

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 Flordeliza B. Tiking, Secretariat

Participants	Present	Official Business	Absent
Bids and Awards Committee	4	0	1
Technical Working Group	3	3	0
Secretariat	4	1	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 Eligible and Shortlisted Consultants:

Name of Firm	Address
1. Terms Concrete Testing	19, L. Intalan St., Bagong Ilog, Pasig City
2. AC Joyo Design and Technical Services	Unit 3 Belle's Commercial Complex Sobrecary Street, Bo. Obrero, Davao City
3. EVDC Geotechnical Engineering Consultancy	Shopking San Fernando, Maimpis City of San Fernando, Pampanga

III. Presentation of the Public Bidding Documents & Terms of Reference

The BAC Vice Chairperson requested the TWG Member to read & discussed the content of the bidding documents & Marie Therese T. Taladua, TWG head thoroughly discussed the Terms of Reference of Titay SRIP.

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. 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:~~ 

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 16, 2024 @ 9:00 NIA Conference Room.

V. Other Matters

- a. Schedule of Inspection:

The bidder just confirmed when they will conduct the site inspection, as they still need to check the availability of their technical staff to carry it out. The BAC also reminded to the interested bidders that the site inspection must be done before the opening of the bids, or on or before December 13, 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 16, 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 10:29 A.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