



MINUTES OF PRE-BID CONFERENCE

February 20, 2024 @ 3:00 P.M.

Present were:

Bids and Awards Committee

MARIA GERTRUDES P. GANIA	BAC Chairperson
NANCY A. POLIRAN	BAC Vice Chairperson
AGUSTIN B. HILADO	BAC Member/ Secretariat Head
DAISY P. SAME	Member
MARLOU P. MACABINTA	Member

Technical Working Group

MARIE THERESE T. TALADUA	TWG, Head
JADE B. LAGAN	TWG, Member
ELVIN B. BELLEZA	TWG, Member
REY BRYAN L. SAMBO	TWG, Member
REY DAWN T. PEÑALOZA	TWG, Member

Secretariat

MA. SHIENA B. LUMATA	BAC Secretariat
AGNES GRACE C. DUHAYLUNGSOD	BAC Secretariat
JHONRIE C. SIOTING	BAC Secretariat
FLORDELIZA B. TIKING	BAC Secretariat

BIDDERS AND SUPPLIERS:

GLENDALOBATON	CHAMPION COMMERCIAL
KAREN GLIMADA	EG-VRYLE CONSTRUCTION & ENTERPRISES
JOANNE DIAMAD	MJMARI BUILDERS & DEVELOPMENT CORPORATION

Observers:
NONE



Republic of the Philippines
 DEPARTMENT OF AGRICULTURE
 NATIONAL IRRIGATION ADMINISTRATION
 REGIONAL OFFICE NO. IX (ZAMBOANGA PENINSULA)
 ZAMBOANGA SIBUGAY IRRIGATION MANAGEMENT OFFICE

Pre-Bid Conference
 February 20, 2024

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

CONTRACT NO.	NAME OF PROJECT	LOCATION	ABC
Goods - Supply & Delivery of Construction Materials			
NIAREG9-11302023-REPAIR-CISCY2024-920- Re-Bid	Bulawan CIS & Extension CY 2024	Payao, Zamboanga Sibugay	Php 1,090,969.30
NIAREG9-11302023-REPAIR-CISCY2024-921- Re-Bid	Nisan SIS	Alicia, Zamboanga Sibugay	Php 460,229.00
NIAREG9-11302023-RESTO-CISCY2024-923- Re-Bid	R.T.Lim	R.T.Lim, Zamboanga Sibugay	Php 544,399.25

held at National Irrigation Administration, DA-RFOIX, Research Division Compound, Sanito, Ipil, Zamboanga Sibugay was called to order at 3:02 PM presided by Maria Gertrudes P. Gania the BAC Chairperson.

1. Opening
 The session officially opens with a short prayer given by Rey Bryan L. Sambo, TWG Member.

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 Agnes Grace C. Duhaylungsod, Secretariat

Participants	Present	Official Business	Absent
Bids and Awards Committee	5	0	0
Technical Working Group	5	1	0
Secretariat	4	1	0

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

Business Matters:

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

Maria Gertrudes P. Gania, BAC 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



II. Presentation of the Public Bidding Documents

The BAC Chairperson thoroughly discussed the content of the bidding documents and the works to be done of the following projects:

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NIAREG9-11302023-RESTO-CISCY2024-923- Re-Bid	R.T.Lim	R.T.Lim, Zamboanga Sibugay	Php 544,399.25

The bids and award committee reminded the bidders the following:

- To thoroughly review the documents to be drop during the bidding, for the BAC will based on non-discretionary "pass/fail" criterion.
- 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.
- 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 following:

Goods - Supply & Delivery of Construction Materials: **Bulawan CIS & Extension CY 2024**

- Section I. Invitation to Bid
- Section III. Bid Data Sheet
- Section VI. Schedule of Requirements
- Section VII. Technical Specification
 - From G.I. Sheet (4'x8') - 26 Gauge to **G.I. Sheet (3'x8') - 26 Gauge**

Ilisan SIS CY 2024

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R.T Lim SIS CY 2024

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III. 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 March 5, 2024 @ 9:00 NIA Conference Room.

IV. Location Map

V. Other Matters

a. Schedule of Inspection:

NAME OF PROJECT	LOCATION	PIC / CONTACT PERSON	CONTACT NO.	SCHEDULE
Goods – Supply & Delivery of Construction Materials				
Bulawan CIS & Extension CY 2024	Payao, Zamboanga Sibugay	<u>Neceforo L. Añero</u>	09358478397	February 23, 2024 @ 9:00 AM, ZSIMO
Ilisan SIS CY 2024	Alicia, Zamboanga Sibugay	<u>Neceforo L. Añero</u>	09358478397	
R.T. Lim SIS CY 2024	R.T.Lim, Zamboanga Sibugay	<u>Neceforo L. Añero</u>	09358478397	

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 March 5, 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 3:40 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

