



## MINUTES OF PRE-BID CONFERENCE

February 7, 2024 @ 10:00 A.M.

Present were:

### Bids and Awards Committee

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

### Technical Working Group

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

### Secretariat

<b>MA. SHIENA B. LUMATA</b>	BAC Secretariat
<b>AGNES GRACE C. DUHAYLUNGSOD</b>	BAC Secretariat
<b>JHONRIE C. SIOTING</b>	BAC Secretariat
<b>FLORDELIZA B. TIKING</b>	BAC Secretariat

### BIDDERS AND SUPPLIERS:

<b>KAREN GLIMADA</b>	EG-VRYLE CONSTRUCTION & ENTERPRISES
<b>LITO ALMEDALLA</b>	ALBE CONSTRUCTION
<b>PRIMITIVA C. ARMAS</b>	GTM CONSTRUCTION & ENTERPRISES
<b>HAMJA L. BADDA</b>	HPS ELECTRICAL ENGINEERING SERVICES
<b>PATRICK JOHN P. AGUMEN</b>	HMC CONSTRUCTION
<b>GLENDA LOBATON</b>	LONG ISLAND BUILDERS & CONSTRUCTION

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  
 December 11, 2023

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

CONTRACT NO.	NAME OF PROJECT	LOCATION	ABC
<b>Infrastructure Project</b>			
NIAREG9-0124024-REPAIR-CISCY2024-939	<u>Soluan-Coloran CIS CY 2024</u>	<u>Sitay, Zamboanga Sibugay</u>	<u>Php 4,723,175.51</u>
NIAREG9-0124024-REPAIR-NISCY2024-940	<u>Sibuguey Valley Irrigation System CY 2024 - Package 2</u>	<u>Bayog, Zamboanga Del Sur</u>	<u>Php 15,185,912.03</u>

held at National Irrigation Administration, DA-RFOIX, Research Division Compound, Sanito, Ipil, Zamboanga Sibugay was called to order at 10:32 AM 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	6	0	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
- [MC No. 40 s. 2017](#) Administrative actions on contracts with negative slippage





**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:

CONTRACT NO.	NAME OF PROJECT	LOCATION	ABC
<u>Infrastructure Project</u>			
NIAREG9-0124024-REPAIR-CISCY2024-939	<u>Soluan-Coloran CIS CY 2024</u>	<u>Siyay, Zamboanga Sibugay</u>	<u>Php 4,723,175.51</u>
NIAREG9-0124024-REPAIR-NISCY2024-940	<u>Sibuguey Valley Irrigation System CY 2024 - Package 2</u>	<u>Bayog, Zamboanga Del Sur</u>	<u>Php 15,185,912.03</u>

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:

**Infrastructure:**  
**Sibuguey Valley Irrigation System - Bayog**

Project Title: Sibuguey Valley Irrigation System CY 2024 – Package 2 (Construction of Slope Protection & Protection Works of Siphon)

Section I. Invitation to Bid

- Construction of Slope Protection & Protection Works of Siphon

Section II. Instruction to Bidders

- Construction of Slope Protection & Protection Works of Siphon

Section III. Bid Data Sheet

ITB Clause 5.2 – For the purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be at least 50% (fifty percent):

- Construction of Slope Protection & Protection Works of Siphon

ITB Clause 10.4 - The key personnel must meet the required minimum years of experience set below:

	Manpower	General Experience	Years of Experience
1	Project Engineer (Licensed Civil Engineer)	<u>Construction of Slope Protection</u>	2 to 3 Year
2	Foreman	<u>Construction of Slope Protection</u>	2 to 3 Year
4	Heavy Equipment Operator with NC II	<u>Excavation, Backfilling, Cofferdamming, Sloping and Pile Driving</u>	2 to 3 Year





Section VIII. Bill of Quantities

Contract Name: Sibuguey Valley Irrigation System CY 2024 – Package 2  
 (Construction of Slope Protection & protection Works of Siphon)

**III. Proper Sealing of Envelopes**

Ma. Shiena B. Lumata, 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 February 7, 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
<b>Infrastructure Project</b>				
Soluan-Coloran CIS CY 2024	Siyay, Zamboanga Sibugay	Rey Dawn T. Penaloza	09453322791	February 13, 2024 @ 9:00AM; NIA Sibugay Office
Sibuguey Valley Irrigation System CY 2024 – Package 2	Bayog, Zamboanga Del Sur	Rey Dawn T. Penaloza / Agustin B. Hilado	09453322791 – Rey Dawn 09362655014 – Agustin	February 13, 2024 @ 9:00AM; NIA Sibugay Office

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 February 20, 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 11:45 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. POLTRAN**  
 BAC Vice-Chairperson

**DAISY P. SAME**  
 BAC Member

**MARLOU P. MACABINTA**  
 BAC Member