



MINUTES OF PRE-BID CONFERENCE

December 21, 2023 @ 9:00 A.M.-

Present were:

Bids and Awards Committee

MARIA GERTRUDES P. GANIA	BAC Chairperson
NANCY A. POLIRAN	BAC Vice Chairperson
AGUSTIN B. HILADO	Member, BAC/Head-Secretariat
DAISY P. SAME	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
ELVIN B. BELLEZA	TWG, Member

Secretariat

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

BIDDERS AND SUPPLIERS:

JEANI B. JUBILAN	MJ MARI
GRACE SOLITARIO	LONG ISLAND BUILDERS & CONSTRUCTION & CHAMPION COMMERCIAL
CLYD	LUPONG CONSTRUCTION
FLORENCIO COLE	SIBUGAY RGT 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 Supply and Delivery of Construction Materials & Infrastructure Project:

CONTRACT NO.	NAME OF PROJECT	LOCATION	ABC
Goods			
NIAREG9-12072023-REPAIR-CISCY2024-927	Lambuyogan CIS	Alicia, Zamboanga Sibugay	Php 1,109,955.00
NIAREG9-12072023-REPAIR-CISCY2024-928	Namnama CIS	Titay, Zamboanga Sibugay	Php 1,123,050.00
Infrastructure Project			
NIAREG9-12072023-REPAIR-CISCY2024-929	Kalawit CIS	Titay, Zamboanga Sibugay	Php 18,972,484.35
NIAREG9-12072023-REPAIR-CISCY2024-930	Buayan-Calapan CIS	Kabasaran, Zamboanga Sibugay	Php 4,718,276.79
NIAREG9-12072023-REPAIR-CISCY2024-931	Magsaysay SIS	Siay, Zamboanga Sibugay	Php 4,653,787.37

held at National Irrigation Administration, DA-RFOIX, Research Division Compound, Sanito, Ipil, Zamboanga Sibugay was called to order at 9:25 AM presided by Maria Gertrudes P. Gania the BAC Chairperson.

1. Opening
 The session officially opens with a short prayer given by Agustin B. Hilado, BAC Secretariat, Head

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	4	1	0
Technical Working Group	6	0	0
Secretariat	5	0	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:





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The bids and award committee reminded the bidders the following:

- To deliver the materials on site based on the quantity, quality and specification stated in the bidding documents, for it will be the basis for the inspection and acceptance of the items.
- Delivery of the Goods shall be made by the Suppliers in accordance with the terms specified in Section VI (Schedule of Requirements).
- To thoroughly review the documents to be drop during the bidding, for the BAC will be 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:

Namnama CIS

Description on ITB, BDS, Schedule of Requirements & Technical Specification

- G.I Plain sheet (4' x 8')-26 Gauge - to (3' x 8')

Kalawit CIS

Minimum Manpower on ITB and BDS

- Heavy Equipment Operator with NC II

III. Proper Sealing of Envelopes

Agnes Grace C. Duhaylungsod, 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 January 3, 2024 @ 9:00 NIA Conference Room.

IV. Location Map

DA Research Division RFO IX Compound, Sanito, Ipil, Zamboanga Sibugay, Philippines

Telephone No.: (062) 215 4167 • Fax No.: (062) 215 4168

Website: www.region9.nia.gov.ph • Facebook: [facebook.com/NIARegionIX](https://www.facebook.com/NIARegionIX)

Email Address: niazambosibugaysvisimo@yahoo.com / r9.zamboangasibugay@nia.gov.ph • TIN: 000 916 415 111





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V. Other Matters

a. Schedule of Inspection:

NAME OF PROJECT	LOCATION	PIC / CONTACT PERSON	CONTACT NO.	SCHEDULE
Goods				
Lambuyogan CIS	Alicia, Zambo. Sibugay	<u>Neceforo Añero</u>	09358478397	December 22, 2023 @9:00am. Meet up - NIA-SIBUGAY OFFICE
Namnama CIS	Titay, Zambo. Sibugay	<u>Limar Jumalon</u>	09356968752	December 22, 2023 @9:00am. Meet up - NIA-SIBUGAY OFFICE
Infrastructure Project				
Kalawit CIS	Titay, Zambo. Sibugay	<u>Neceforo Añero</u>	09358478397	December 22, 2023
Buayan-Calapan CIS	Kabasalan, Zambo. Sibugay	<u>Neceforo Añero</u>	09358478397	December 22, 2023
Magsaysay SIS	Siay, Zambo. Sibugay	<u>Elvin B. Belleza/Limar Jumalon</u>	09975243021- Belleza/093569 68752-Jumalon	December 22, 2023 @9:00am. Meet up - NIA-SIBUGAY OFFICE

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

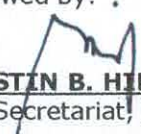
The BAC expressed appreciation to the interested bidders for attending the Pre-Bid Conference and reminded the bidders to set their time same as the office clock to found in the lobby, to refrain from late submission of bids this coming January 3, 2024 @ 9:00 A.M NIA Conference Room, DA-RFO-IX, Research 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 10:40 A.M.

Prepared by:


JHONRIE C. SIOTING
 BAC Secretariat

Reviewed by:


AGUSTIN B. HILADO
 BAC Secretariat, Head Secretariat

Conformed by:


MARIA GERTRUDES P. GANJA
 BAC Chairperson


NANCY A. POLIRAN
 BAC Vice-Chairperson


DAISY P. SAME
 BAC Member

O.B.
MARLOU P. MACABINTA
 BAC Member