



MINUTES OF PRE-BID CONFERENCE

August 31, 2023 @ 9:00 A.M.-

Present were:

Bids and Awards Committee

NANCY A. POLIRAN	BAC Vice Chairperson
AGUSTIN B. HILADO	Member, BAC/Head-Secretariat
DAISY P. SAME	Member
MARLOU P. MACABINTA	Member

Technical Working Group

ANA RACHEL C. DAHAN	TWG, Member
ELVIN B. BELLEZA	TWG, Member

Secretariat

AGNES GRACE C. DUHAYLUNGSOD	BAC Secretariat
JHONRIE C. SIOTING	BAC Secretariat
FLODELIZA B. TIKING	BAC Secretariat

BIDDERS AND SUPPLIERS:

ROBERT B. SALAZAR	DBEAM
GRACE S. SOLITARIO	CHAMPION COMMERCIAL/LONG ISLAND BUILDERS AND CONST. / LIAISON
LUCIA B. COCA	JGC CONS. AND ENT.
JULIETO L. MONDING	GTM CONST. AND ENT
JEANI B. JUBILAN	MJMARI BUILDERS & DEV'T CORP.

Observers:

NONE

The Pre-Bid Conference for the Bidding of Supply and Delivery of Construction Materials and Infrastructure Project of:

Contract Number	Name of Project	Location	ABC
Goods			
NIAREG9-08142023-LINEPROJECT CY2023-PACKAGE1-900	IMELDA IRRIGATION PROJECT CY 2023 - PACKAGE 1	Siay Zamboanga Sibugay	Lot 1 Php 9,333,616.00 Lot 2 Php 1,453,648.00
Infrastructure			
NIAREG9-08142023-LINEPROJECT CY2023-PACKAGE1-901	IMELDA IRRIGATION PROJECT CY 2023 - PACKAGE 3	Siay Zamboanga Sibugay	Php 10,494,830.06

held at National Irrigation Administration, DA-RFOIX, Research Division Compound, Sanito, Ipil, Zamboanga Sibugay was called to order at 9:00 AM presided by Nancy A. Poliran the BAC Vice-Chairperson.



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

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	2	3	1
Secretariat	3	2	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 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
Goods			
NIAREG-08142023-LINEPROJECT CY2023-PACKAGE1-900	Imelda Irrigation Project	Siyay, Zamboanga Sibugay	Lot 1 – Php 9,333,616.00 Lot 2 – Php 1,453,648.00
Infrastructure			
NIAREG-08142023-LINEPROJECT CY2023-PACKAGE3-901	Imelda Irrigation Project	Siyay, Zamboanga Sibugay	Php 10,494,830.06



The bids and award committee reminded the bidders the following:

- a. 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.
- b. Delivery of the Goods shall be made by the Suppliers in accordance with the terms specified in Section VI (Schedule of Requirements).
- c. To strictly follow the requirements of the minimum key personnel & equipment to be pledged to the project.
- d. To thoroughly review the documents to be drop during the bidding, for the BAC will based on non-discretionary "pass/fail" criterion.
- e. The BAC Vice 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.
- f. She 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:

All highlighted (in blue color) data are corrections in ITB, Bid Data Sheet, Schedule of Requirements and Technical Specification.
Imelda Irrigation Projects CY 2023 Package 1

Item No.	Quantity	Unit	Item Description
Lot 1 - Supply & Delivery of Construction Materials			
23	1.00	pc	4" x 4" Floor Drain (Stainless)
30	24.00	pcs	1/2" Ø x 3.0m Blue Pipe
36	3.00	pcs	1/2" Ø Faucet
42	3.00	pcs	Surface Outlet 2 gang
52	1.00	pc	Kitchen Sink Stainless (Standard Size)

III. Proper Sealing of Envelopes

The Bids and Awards Committee 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 September 12, 2023 @ 9:00 NIA Conference Room.

IV. Other Matters

Schedule of Inspection:

NAME OF PROJECT	LOCATION	PIC / CONTACT PERSON	CONTACT NO.	SCHEDULE
Goods				
Imelda IP - Package 1	Siax, ZSP	IA Pres. Salinding- EFREN N.AZUSANO IA Pres. Lagting- FELIX ELICANAL PIC- MARIA GERTRUDES P. GANIA	EFREN- 09676546909 FELIX- 09057450890 GANIA- 09178329364	Sept. 1, 2023 and Sept. 4, 2023 @ 10:00AM
Infra				
Imelda IP - Package 3	Siax, ZSP	PIC- MARIA GERTRUDES P. GANIA	GANIA- 09178329364	Sept. 1, 2023 and Sept. 4, 2023 @ 10:00AM



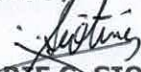
VI . Noted comment/reaction from the BAC representative and bidders:

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 September 12, 2023 @ 9:00 A.M NIA Conference Room, DA-RFO-IX, Reserch 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 10:15 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