



REPUBLIC OF THE PHILIPPINES  
**NATIONAL IRRIGATION ADMINISTRATION**  
Regional Office No. IX (Zamboanga Peninsula)  
REGIONAL CENTER, BALINTAWAK, PAGADIAN CITY

**MINUTES OF THE PRE-BID CONFERENCE OF THE BIDS AND AWARDS COMMITTEE (BAC)  
HELD ON 18 AUGUST 2023 AT CONFERENCE ROOM, NIA REGIONAL OFFICE IX, REGIONAL  
CENTER, BALINTAWAK, PAGADIAN CITY, ZAMBOANGA DEL SUR**

**I. ATTENDANCE**

**Present:**

Bids and Awards Committee

<b>JOEL G. JANIOLA</b>	Vice-Chairperson, BAC
<b>FEDERICO A. DALAOTA</b>	Member, BAC
<b>ARNON T. CARBONILLA</b>	Member, BAC
<b>NORMA C. CABRALES</b>	Member, BAC
<b>REX L. ARMENTIA</b>	Provisional BAC Member

Technical Working Group

<b>BURT K. LAGORRA</b>	Head, TWG
<b>KATHERINE GRACE C. LUMILIS</b>	Member, TWG
<b>RODEL J. YUNTING</b>	Member, TWG
<b>NISA C. SINDATOC</b>	Member, TWG

Secretariat

<b>MARIETTA M. CORTES</b>	Head, Secretariat
<b>SIMPLICIO GERARDO R. BAUTISTA</b>	Member, Secretariat
<b>CHENDYLENE R. BULANON</b>	Member, Secretariat
<b>EDROSE BIEM HORTILANO-GONZALES</b>	Member, Secretariat
<b>PETERSON C. BONGBONG</b>	Member, Secretariat

Absent: (*On Official Business/**On Leave) <b>ANGELIE P. CANONEO</b>	Member, Secretariat
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**II. AGENDA**

The pre-bid conference for the following projects:

- 1. Construction of Canalization and Canal Structures for Lamitan CIS, Lamitan City, Basilan Province**
- 2. Construction and Repair of Canalization and Canal Structures for Colonia CIS, Lamitan City, Basilan Province**
- 3. Installation of Trashrack & Construction of Canalization for Parian Baunoh SIP, Lantawan, Basilan Province**

Invitations of the procurement of the above-mentioned projects were sent to Commission on Audit (COA), Philippine Contractors Association (PCA), Irrigators Association (IA), End-user (EU) and Philippine Chamber of Commerce and Industry (PCCI).



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### III. CALL TO ORDER

The meeting was held at the Conference Room of the National Irrigation Administration, Regional Office IX, Regional Center, Balintawak, Pagadian City, Zamboanga del Sur and called to order at exactly **9:30 AM** of the **18<sup>th</sup>** day of **August 2023** presided by **Engr. Joel G. Janiola**, the BAC Vice-Chairperson. Mr. Simplicio Gerardo R. Bautista, member of the BAC Secretariat, led the opening prayer.

### IV. QUORUM

Mr. Bautista read the attendance to acknowledge the presence of BAC and prospective bidders. As most of the BAC members are present, the Vice-Chairperson declared the presence of a quorum.

### V. PROSPECTIVE BIDDERS

The appearances of the following bidders' representatives and observers were acknowledged as follows:

#	Bidders Name	Company's Name/Address
1	Mr. Abubakar Tuttuh	Wapaswak Construction
2	Mr. Fredirick	Ayeshia Construction
3	Mrs. Corazon R. Padawan	Pagadian Aggregate & Marketing

### VI. DISCUSSIONS

The following information/issues were raised, discussed, agreed, and clarified:

#### 1. Parian Baunoh SIP, Lantawan, Basilan Province

Cont. Ref No. NIAREG9-083023-RRESIPCY2019-069 (INFRA)

- Engr. Climbro Tabilon Jr., representative from ZAMBASULTA RSO, read the contents of the bidding documents, wherein the contract has the following details:
  - a. Approved Budget of the Contract (ABC) is **₱5,201,873.00**
  - b. Required experience (50% of ABC) is **₱2,600,936.50**
  - c. Project Duration is **205 calendar days**.
  - d. Project Description is for **Installation of Trashrack & Construction of Canalization for Parian Baunoh SIP, Lantawan, Basilan Province**
- The following addendum are/is made:
  - a. Addition of Construction Method in the requirements in the Special Conditions of the Contract, under clause 11.1.
- The schedule for site inspection is then discussed and agreed upon with the prospective bidders.



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**2. Lamitan CIS, Lamitan City, Basilan Province**

Cont. Ref No. NIAREG9-083023-REPAIRCISCY2023-067 (INFRA)

- Engr. Tabilon, read the contents of the bidding documents, wherein the contract has the following details:
  - a. Approved Budget of the Contract (ABC) is **₱5,145,207.95**
  - b. Required experience (50% of ABC) is **₱2,572,603.98**
  - c. Project Duration is **168 calendar days**.
  - d. Project Description is for **Construction of Canalization and Canal Structures for Lamitan CIS, Lamitan City, Basilan Province**
- The following addendum are/is made:
  - a. Addition of Construction Method in the requirements in the Special Conditions of the Contract, under clause 11.1.
- The schedule for site inspection is then discussed and agreed upon with the prospective bidders.

**3. Colonia CIS, Lamitan City, Basilan Province**

Cont. Ref No. NIAREG9-083023-REPAIRCISCY2023-068 (INFRA)

- Engr. Tabilon, read the contents of the bidding documents, wherein the contract has the following details:
  - a. Approved Budget of the Contract (ABC) is **₱3,859,079.28**
  - b. Required experience (50% of ABC) is **₱1,929,539.64**
  - c. Project Duration is **119 calendar days**.
  - d. Project Description is for **Construction and Repair of Canalization and Canal Structures for Colonia CIS, Lamitan City, Basilan Province**
- The following addendum are/is made:
  - a. Addition of Construction Method in the requirements in the Special Conditions of the Contract, under clause 11.1.
- The schedule for site inspection is then discussed and agreed upon with the prospective bidders.

**VII. BIDDING MATTERS**

- Reading of **MC No. 40**, s. 2017 and **MC No. 67**, s. 2016.
- Prospective bidders were advised to submit proposals within the Approved Budget for the Contract.
- The bidders were informed to only use GPPB standard/prescribed forms in submitting their Bid-proposals. To re-orient and further familiarize them, forms were presented and discussed to wit:

- 1. List of Equipment, Owned or Leased and/ or under Purchase Agreements, pledged to the Proposed Contract**, bidders were reminded that matrix form should be accomplished thoroughly, and registration numbers must be updated accordingly. Hence, for items that are not applicable should be filled with "N/A" otherwise indicate appropriate remarks. Forms with incomplete data/misrepresentation of facts may constitute the disqualification of the bidders.
- 2. Qualification of Key Personnel Proposed to be Assigned to the Contract**, contractors/bidders key personnel assigned to on-going projects with NIA must not



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- be recast/pledged again as key personnel for this bidding. The BAC will prioritize contractors/company which employs materials quality engineer.
3. **Key Personnel Biodata**, form must be accomplished and signed with the concerned person. Licenses must be up to date.
  4. **List of all on-going Government and Private Construction Contracts including Contracts awarded and not yet awarded**, data declared in the form must be with legal basis and accurate. The BAC will be reviewing the bidder's background and any misrepresentation of data may constitute disqualification of their bid.
  5. **Statement of Bidders' Single Largest Completed Contract (SLCC)**, supporting documents to be attached must be complied accordingly.
  6. **Documents Comprising the Bid: Eligibility and Technical Components**
    - a. *(Clause 12, ITB of Public Bidding Documents)*
  7. **Eligibility Documents**
    - Class "A" documents**
      - PhilGEPS Certificate of Registration (Platinum Membership)
      - Statement of all ongoing government and private contracts
      - Statement of SLCC
      - Notice of Award and/or Notice to Proceed
      - Project Owner's Certificate of Final Acceptance or the Constructors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory. *(In case of contracts with the private sector, an equivalent document shall be submitted.)*
      - Valid Special PCAB license in case of joint ventures
      - NFCC computation
    - Class "B" documents**
      - Joint Venture Agreement (Special PCAB License)
  8. **Technical Documents**
    - Bid Security
    - Bank draft/guarantee or Irrevocable letter of credit; or
    - Surety Bond;
    - Bid Securing Declaration (Cause 18.1, ITB of PBD)
    - Project Requirements
    - Organizational chart
    - List of contractor's personnel (with complete qualification and experience data)
    - List of contractor's major equipment units (supported by proof of ownership, certification of availability of equipment from the equipment from the equipment lessor/vendor for the duration of the project)
    - Omnibus Sworn Statement
  9. **Documents Comprising the Bid: Financial Component**  
*(Clause 13, ITB of Public Bidding Documents)*
  10. **Financial bid from**
    - Bid prices
    - Bill of quantities
  11. **Any other document stated in the BDS**
    - Bid prices in the bill of quantities
    - Detailed estimates
    - Cash flow by quarter or payment schedule
  12. **Bid Validity (ITB Section 17)**
  13. **Format and Signing of Bids (ITB Section 19)**



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- 14. Sealing and marking of Bids (*ITB Section 20*)
- 15. Deadline for Submission of Bids (*ITB Section 21*)
- 16. Late Bids (*ITB Section 22*)

- GPPB Standard Forms will be included upon purchase of Bid Documents.
  - Representative shall strictly bring Special Power of Attorney (SPA) from only (1) construction firm during Site Inspection.

**VIII. OTHER MATTERS**

The Opening of Bids is scheduled on **August 30, 2023**, at **9:00 AM** to be held at NIA Regional Office IX, Conference Room.

**IX. ADJOURNMENT**

They're having no more issues to discuss and to be resolved, the pre-bid conference adjourned at **10:20 AM**.

Prepared by:

**CHENDYLENE R. BULANON**  
Member, Secretariat

Noted by:

**MARIETTA M. CORTES**  
Head, Secretariat

Conformed by:

**ARNON T. CARBONILLA**  
BAC Member

**NORMA C. CABRALES**  
BAC Member

**FEDERICO A. DALAOTA**  
BAC Member

*(Joined Via Virtual Conference)*  
**REX L. ARMENTIA**  
Provisional BAC Member

**JOEL G. JANIOLA**  
BAC Vice Chairperson

**ANTONIO B. GUJELING**  
BAC Chairperson