



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 30 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>ANTONIO B. GUJELING</b>	Chairperson, BAC
<b>JOEL G. JANIOLA</b>	Vice-Chairperson, BAC
<b>FEDERICO A. DALAOTA</b>	Member, BAC
<b>ARNON T. CARBONILLA</b>	Member, BAC
<b>GIRLIE M. DETALLA</b>	Provisional BAC Member

Technical Working Group

<b>BURT K. LAGORRA</b>	Head, 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>NORMA C. CABRALES</b>	Member, BAC*
<b>KATHERINE GRACE C. LUMILIS</b>	Member, TWG*
<b>ANGELIE P. CANONEO</b>	Member, Secretariat**

**II. AGENDA**

The pre-bid conference for the following projects:

- 1. Construction of Canalization (Pipeline & Bench Flume) and Canal Structures for Imelda IP (Package-2), Siay, Zamboanga Sibugay**  
Contract Ref. No.: NIAREG9-091123-LINEPROJECTSCY2023-078 (INFRA)

Invitations of the procurement of the above-mentioned project was sent to Commission on Audit (COA), Philippine Contractors Association (PCA), Irrigators Association (IA) and End-user (EU).



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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 **1:20 PM** of the **30<sup>th</sup>** day of **August 2023** presided by **Engr. Antonio B. Gujeling**, the BAC 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 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	Glenda Lobaton	Long Island Builders Const.
2	Merly A. Carreon	RB Morallo Construction
3	Bryan G. Ano	RB Morallo Construction
4	Jay Bryan S. Jaron	MDS Construction & Ent.
5	Rick Valiant B. Valencia	MJMARI Construction
6	Jerry Boy A. Pagobo	Concha Construction
7	Joan Construction	Joan Construction

### VI. DISCUSSIONS

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

#### 1. Imelda IP (Package-2), Siay, Zamboanga Sibugay

- Ms. Edrose Biem Gonzales, member of BAC secretariat, read the Instruction to Bidders sheet (ITB).
- Ms. Gonzales then presented the contract details and bidding requirements via a PowerPoint presentation.
- The contract has the following details:
  - a. Project Description: **Construction of Canalization (Pipeline & Bench Flume) and Canal Structures for Imelda IP (Package-2), Siay, Zamboanga Sibugay**
  - b. Type: **Infrastructure**
  - c. Fund Source: **Line-Project CY 2023**
  - d. Project Duration: **300 calendar days**
  - e. Contract No.: **NIAREG9-091123-LINEPROJECTSCY2023-078 (INFRA)**
  - f. Approved Budget of the Contract (ABC): **₱ 64,845,317.85**
  - g. Required experience (50% of ABC): **₱ 32,422,658.93**
  - h. Price of bid docs: **₱50,000.00**



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- The following addendum are/is made:
  - a. Under minimum major equipment requirement
    - 1. Concrete Vibrator (4 units) – added
    - 2. Concrete Mixer (4 units) – quantity increased
  - b. Under Special Conditions of the Contract
    - 1. 30 days – date by which “as-built” drawings must be submitted after actual completion.
    - 2. P50,000.00 – penalty for failure to submit “as built” drawings within specified time.
- 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. Also, bidders were reminded to avoid using equipment already pledged to other contracts.
  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 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 a 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** (*Clause 12, ITB of Public Bidding Documents*)
    - a. **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



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- Project Owner's Certificate of Final Acceptance or the Constructors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory. *(In the event of contracts with the private sector, an equivalent document shall be submitted.)*
- Valid Special PCAB license in case of joint ventures
- Net Financial Contracting Capacity (NFCC) computation (Must be supported by Audited Financial Statement duly received by the BIR)

**Class "B" documents**

- Joint Venture Agreement (Special PCAB License)

**b. 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, and not already pledged to another contract)
- 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

**7. Documents Comprising the Bid: Financial Component** *(Clause 13, ITB of Public Bidding Documents)*

**a. Financial Bid Form** (Discounts offered must be provided with explanation)

- Bid Price
- Bill of quantities

**8. Any other document stated in the Bid Data Sheet (BDS)**

- Detailed estimates (Labor rate should follow the updated Regional Wage Board)
- Cash flow by quarter or payment schedule

**9. Bid Validity** *(ITB Section 17)*

**10. Format and Signing of Bids** *(ITB Section 19)*

**11. Sealing and marking of Bids** *(ITB Section 20).*

- Documents must be softbound with tabbing according to checklist.

**12. Deadline for Submission of Bids** *(ITB Section 21)*

**13. 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.
- *Other Reminders for Bidders:*
  1. All documents duly must be signed.
  2. Submitting partial bids are not allowed.
  3. For withdrawing bids, a letter of withdrawal must be received by the BAC Secretariat before scheduled start of bid opening.



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**VIII. OTHER MATTERS**

The Opening of Bids is scheduled on **September 11, 2023**, at **9:00 AM** to be held at Conference Room, NIA Regional Office IX, Balintawak, Pagadian City, Zamboanga del Sur.

**IX. ADJOURNMENT**

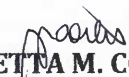
They're having no more issues to discuss and to be resolved, the pre-bid conference adjourned at **3:10 PM**.

Prepared by:



**CHENDYLENE R. BULANON**  
Member, Secretariat

Noted by:



**MARIETTA M. CORTES**  
Head, Secretariat

Conformed by:

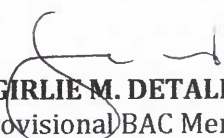


**ARNON T. CARBONILLA**  
BAC Member

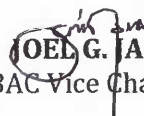
*(On Official Business)*  
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BAC Vice Chairperson



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