



Republic of the Philippines
National Irrigation Administration
(Pambansang Pangasiwaan ng Patubig)
Regional Office No. X – Northern Mindanao
Cagayan de Oro City

MINUTES OF THE PRE-BID CONFERENCE

Attendees:

ELPIDIO D. LUCERNAS, JR., BAC
Chairperson

RUTH D. ANTATICO, BAC Vice-Chairperson

CECILIE Y. CELESTIANO, BAC Member

ANTONIO B. GUJELING, BAC Member

VILMA A. LOZANO, BAC Member

JANELE DESIREE J. DIOQUINO, TWG
Chairperson

POL PABLITO P. GAMOTIN, TWG Member

MARIA FE E. VILLAMOR, TWG Member

KEVIN J. CHIANG, TWG Member

AIKO M. GUILLERO, TWG Member

KENNETH JOHN Y. CELESTIANO, Secretariat
Chairperson

CHRISTIAN ASPIRAS, Secretariat Member

MARY NATALIE E. CASTILLANO, Secretariat
Member

ACMALI AMPUAN, LDS-IMO Sr.Engineer A

ALI NUSKA, Four A Enterprises

ABDUL BASHET DAUROG, Four A
Enterprises

RAMIL MAQUILING, Khar Const. &
Enterprises

ALIMODEN PALO, Al-Rashi Builder

The Pre-Bid Conference for Supply & Delivery of Construction Materials for Ditsaan-Ramain River Irrigation Project, Maguing Communal Irrigation Project, Rugnan River Irrigation System and Tongan-Tongan Communal Irrigation Project held at NIA-10 Regional Office Conference Room, Villarin St., Carmen, Cagayan de Oro City was called to order at 3:10 AM on **February 13, 2020** and was presided by BAC Chairperson Elpidio D. Lucernas, Jr.:

Name of Project	Contract Ref.No.	ABC (Php)	Work Description
1. Ditsaan-Ramain River Irrigation Project, Bubong, Lanao del Sur	GOODS-LDS-GAA-2020-DITSAAN-REBID	6,492,324.49	Supply & Delivery of Construction Materials for Ditsaan-Ramain River Irrigation Project
2. Maguing Communal Irrigation Project, Maguing, Lanao del Sur	GOODS-LDS-SIP-2020-MAGUING-REBID	7,206,980.88	Supply & Delivery of Construction Materials for Maguing Communal Irrigation Project
3. Rugnan River Irrigation System, Lumba-Bayabao, Lanao del Sur	GOODS-LDS-RRENIS-2020-RUGNAN-REBID	5,963,758.58	Supply & Delivery of Construction Materials for Rugnan River Irrigation System
4. Tongan-Tongan Communal Irrigation Project, Madalum, Lanao del Sur	GOODS-LDS-RRECIS-2020-TONGAN-REBID	4,374,292.76	Supply & Delivery of Construction Materials for Tongan-Tongan Communal Irrigation Project

The BAC Chairperson Lucernas shared to the group the purpose of the Pre-Bid Conference to discuss the technical and financial components of the contract to be bid and address prospective bidders' questions to minimize the occasion of disqualification for non-compliance with the bidding requirements:



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1) Business Matters

- BAC Chairperson delegated the reading items to the Secretariat Head Celestiano that comprise in the Philippine Bidding Documents (PBD):
 - BAC Chairperson Lucernas emphasized that bidders should follow the Instruction to Bidders (ITB) to avoid disqualification.
 - The reading of Invitation to bid is delegated by Secretariat Head Celestiano.
 - BAC Secretariat to post bid bulletin for the schedule of dropping and opening of bids.
 - BAC Chairperson Lucernas put emphasis on item no.5 of the invitation to bid that prospective bidder must have a special power of attorney (SPA) upon purchase of the Philippine Bidding Document (PBD). If PBD was downloaded online, special power of attorney (SPA) is required upon dropping of bid proposal.
 - BAC Chairperson Lucernas cautioned the prospective bidders that there will be no unnecessary discussions during bid opening and respect BAC decisions. If in the case of disqualification, the bidder will be asked if he/she will file motion for reconsideration or not. Answerable only by yes or no and no further discussions/explanations needed.
- Bid Data Sheet (BDS)
 - The reading of Bid Data Sheet followed and it was still delegated by Secretariat Head Celestiano.
 - BAC Chairperson Lucernas said that bidder with no physical hardware/warehouse will be disqualified even if the bidder was declared complying in the bid opening. Verification of physical hardware/warehouse is done during the post-qualification.
 - Quotations must be in Philippine Peso as per BAC Chairperson.
 - Schedule of bid opening in item 17.1 and 18.2 in the BDS are subject for bid bulletin.
 - Bid proposals should be book bound, not ring bound as per BAC Chairman. Tabbing in the proposal (for both technical & financial) should follow the sequencing of the checklist provided in the PBD.
 - In addition, written in tab should be the complete name of the document cited and should not be in letters for easier checking of documents as per BAC Member Celestiano.
 - BAC Chairman Lucernas informed the prospective bidders that procurement process is now uniform region wide.
- Instruction to Bidders (ITB)
 - BAC Chairman Lucernas emphasized to properly seal and mark bid proposal as instructed. Not signed envelopes will still be opened but NIA, the procuring entity, is not held liable for any damage and lost documents. In the case of tear/damage in the mother envelope upon submission, both parties shall acknowledge.
 - Each copy of technical and financial components must be placed in separate envelopes.

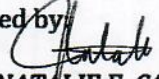


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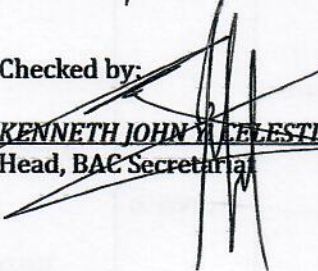
- Ac mali Ampuan of Lanao del Sur IMO discussed the schedule of requirements.
 - Site inspection to be scheduled with Lanao del Sur-IMO
- 2) Noted queries/comments/reactions from the BAC, IMO representative and bidders:
- BAC Chairperson Lucernas reiterate that upon tabbing, bidders must follow the sequencing of the checklist for easy checking.
 - BAC Chairperson emphasized the contact policy between bidders & BAC personnel after the bid opening.
 - BAC Chairperson pointed out again that no unnecessary discussions allowed during bid opening. Bidders must observe silence.

There being no other remaining topics for discussion, the Pre-bid Conference for the above-mentioned projects adjourned 4:00 PM.

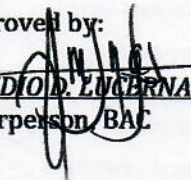
Prepared by:


MARY NATALIE E. CASTILLANO
BAC Secretariat Member

Checked by:


KENNETH JOHN CELESTIANO
Head, BAC Secretariat

Approved by:


ELPIDIO D. LUCERNAS, JR.
Chairperson BAC