



# National Irrigation Administration

(Pambansang Pangasiwaan ng Patubig)  
Cordillera Administrative Region  
BIDS AND AWARDS COMMITTEE

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**MINUTES OF PRE-BID CONFERENCE  
CW-MP-56-2019/ MANGIL ENG CIS  
NCG-RIO-O-01-2018/ OFFICE SUPPLIES  
January 30, 2019 @ 10 AM  
NIA-CAR New Building Conference Hall  
Wangal, La Trinidad, Benguet**

Present:

***NIA-CAR BAC, TWG, Secretariat***

Frank F. Fanged	Vice-Chairperson, BAC
Liza Jane C. Chugsayan	BAC Member
Samuel C. Bahiwag	Member, BAC
Khyra P. Challongen	Member, Technical Working Group
Shaella Grail P. Dencio	Member, Technical Working Group
Johnny A. Belagan	Member, Secretariat
Jennefer K. Ladyong	Member, Secretariat

Absent:

Bradley G. Grospe	Chairperson, BAC
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**I. CALL TO ORDER**

The pre-bid opening was called to order at 10:00 AM by the presiding officer Dr. Frank F. Fanged, BAC Vice-Chairperson. He asked the BAC Secretariat if there were prospective bidders that requested or downloaded Bid Documents from the PhilGEPs or purchased bidding documents. The BAC Secretariat reported that the status of the following contracts were;

Name of Contract	DRL	Purchased Bid Docs
NCG-RIO-OS-01-2018/OFFICE SUPPLIES	GAKKEN PHILIPPINES, INC. SOLID BUSINESS MACHINES CENTER, INC. U-BIX CORPORATION HLYC TRADING	None
CW-MP-56-2019/MANGIL-ENG CIS	ARJY CONSTRUCTION AND ENGINEERING SERVICES	None

**II. HIGHLIGHTS**

There were no prospective bidders or authorized representatives present to attend the scheduled pre-bid conference. Dr. Frank F. Fanged announced that the bid opening for these two contracts will be on February 12, 2019. Dr. Fanged reminded the BAC

for these two contracts will be on February 12, 2019. Dr. Fanged reminded the BAC Members and Technical Working Group present to always look for the authorization given to the representative/s of bidder/s when transacting in relation to bidding. He iterated to always check the document, it should be duly signed and notarized. He instructed the member of the Technical Working Group to correct and check thoroughly the Bid Documents before uploading on the PhilGEPs. He also advised the secretariat to encourage the prospective bidders to attend the pre-bid conference to guide them on filing up the form to avoid small infractions leading to the disqualification of their bid proposal.

Since there were no prospective bidders to attend the scheduled pre-bid, the group then proceeded to discuss other matters.

### III. ADJOURNMENT

There having no other matters to discuss, the pre-bid conference for NCG-RIO-OS-01-2018/OFFICE SUPPLIES and CW-MP-56-2019/ MANGIL ENG CIS and was adjourned at 10:10 AM.

Prepared by:

  
**JENNEFER K. LADYONG**  
Member, BAC Secretariat

Noted:

  
**FRANK F. FANGED, Ph. D.**  
Vice-Chairperson, BAC