



REPUBLIC OF THE PHILIPPINES
NATIONAL IRRIGATION ADMINISTRATION
CORDILLERA ADMINISTRATIVE REGION

Standard Form Number: SF-INFR-32
Revised on July 29, 2004

MINUTES OF PRE-BID CONFERENCE

**CW-BDLG-ABRA-01-GAA 2020/ PROPOSED TWO-STOREY BUILDING OF NIA-ABRA
SATELLITE OFFICE MAIN BUILDING
CW-BLDG-RIO-01-GAA 2020/ IMPROVEMENT OF NIA-CAR BUILDING
CW-BDLG-IFUGAO-01-GAA 2020/ PROPOSED IMPROVEMENT OF IFUGAO SATELLITE
OFFICE**

October 13, 2021 @ 9:00AM

NIA Cordillera Farmers' Training Center, Wangal, La Trinidad, Benguet

Present were:

NIA-CAR Bids and Awards Committee, TWG, Secretariat

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|----------------------------|---|-----------------|
| 1. Ronilio M. Cervantes | Chairperson, BAC (RO) | |
| 2. Frank F. Fanged | Vice-Chairperson, BAC (RO) | via google meet |
| 3. Rita L. Afidchao | Member, BAC (RO) | |
| 4. Leonardo A. Lamangen | Member, BAC (RO) | via google meet |
| 5. Sammy A. Kimbungan | Member, BAC (RO) | |
| 6. Godofredo B. Velaque | Provisional Member, BAC /Provincial Head, NIA-BSO | |
| 7. John P. Baliaga | Member, TWG (RO) | |
| 8. Gina M. Cuning | Member, BAC Secretariat (RO) | |
| 9. Lilian Jessa T. Budikey | Member, BAC Secretariat (RO) | |

Absent is:

- | | |
|---------------------|------------------|
| 1. Winston A. Daoas | Member, BAC (RO) |
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The Pre-bid conference for CW-BDLG-ABRA-01-GAA 2020/ PROPOSED TWO-STOREY BUILDING OF NIA-ABRA SATELLITE OFFICE MAIN BUILDING, CW-BLDG-RIO-01-GAA 2020/ IMPROVEMENT OF NIA-CAR BUILDING and CW-BDLG-IFUGAO-01-GAA 2020/ PROPOSED IMPROVEMENT OF IFUGAO SATELLITE OFFICE was held this 13th day of October 2021 at 9:00 AM. It was presided by the BAC Chairperson, Ronilio M. Cervantes.

Prospective Bidders/Representatives:

NO Prospective Bidders/Representatives present

I. CALL TO ORDER

The bid opening was called to order at 9:00 AM by the BAC Chairperson. He acknowledged the presence of everyone and asked the BAC Secretariat if there is a quorum. Ms. Cuning confirmed there was a quorum and there were no prospective bidders/representatives nor representatives from the observers.

II. Business Matters:

The Invitation to Bid for the said contracts were uploaded/posted on the agency's website (<http://car.nia.gov.ph>) under the "Invitations to Bid" of the "Transparency Tab".

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Website: www.car.nia.gov.ph • Facebook: <https://www.facebook.com/niacordillera>
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A. MARKING AND SEALING OF BID PROPOSAL

- Most bidders were disqualified due to not following/confusion of the prescribed marking of the bidding proposal. This is to inform bidders that the:

Head of the Agency (HoPE) - Engr. Benito T. Espique, Jr.
BAC Chairperson - Engr. Ronilio M. Cervantes

- This is also to inform the bidders/representatives not to get confuse on writing the **Warning** on the envelopes. It should be written as:

Warning : **DO NOT OPEN BEFORE:** October 25, 2021 at 1:30 PM (for the 1st contract to be bid in the afternoon schedule) **NOT 1:20 PM**

B. FORMS PRESCRIBED IN THE BIDDING DOCUMENTS

- Forms must be copied the way it is, nothing added, edited or deleted. These formats shall be strictly followed, filled-up, and in case there is no data, should put '**NONE**'. Alteration is not allowed as it will be ground for disqualification.
- In addition, prospective bidders should carefully read the bidding documents specifically **Section II Instructions to Bidders** especially ITB 16;

III: ADJOURNMENT

Having no other matters to discuss, the BAC Chairperson then moved to close the pre-bid conference for the contracts: CW-BDLG-ABRA-01-GAA 2020/ PROPOSED TWO-STOREY BUILDING OF NIA-ABRA SATELLITE OFFICE MAIN BUILDING; CW-BLDG-RIO-01-GAA 2020/ IMPROVEMENT OF NIA-CAR BUILDING; and CW-BDLG-IFUGAO-01-GAA 2020/ PROPOSED IMPROVEMENT OF IFUGAO SATELLITE OFFICE, which was seconded by the members of the BAC. The pre-bid conference was adjourned at 9:45 AM.

Prepared by:


LILIAN JESSA T. BUDIKEY
Member, BAC Secretariat

Noted:


RONILIO M. CERVANTES
Chairperson, BAC