

**Republic of the Philippines**  
**Province of Ilocos Sur**  
**MUNICIPALITY OF TAGUDIN**  
**Tel. No. (077) 652-1740, Fax No. (077) 652-1167**

**MINUTES OF THE PRE-BID CONFERENCE**

**PROJECT: Contract Package for the Construction and Upgrading of Potable Water Systems, Brgys. Bario-an, Bucao East, Cabaroan, Cabulanglangan, Cabugbugan, Garitan, Pallogan, Pudoc East and Pudoc West, Tagudin, Ilocos Sur**  
**26 July 2019**

Present:

MS. MARINA I. BALICOCO – BAC Chairman	BRGY. CAPT. ELMA A. VILLARIN- End User Unit
Atty. VIZMART V. LAZAGA – Vice-Chairman	MR. EDUARDO ANDAYA- End User Unit
ENGR. ANTONIO S. VILLANUEVA, JR. – BAC Member	BRGY. CAPT. CIRIACO A. ACOSTA- End User Unit
MR. SEVERINO C. VILLAMAR – BAC Member	MR. BUENAVENTURA ACOSTA- End User Unit
MS. MELANIE V. GABRIEL – BAC Member	BRGY. CAPT. ROGELIO L. VILLANUEVA- End User Unit
EnP. FREDIE A VEDANIA, MDA – BAC Member	MR. FLORENDO LAZAGA- End User Unit
EnP. ARLYN P. GARLEJO- BAC Member	BRGY. CAPT. ROGELIO M. PAGUERGAN- End User Unit
MS. LEILANI VEE L. CABAÑERO, CPA – TWG Head	MR. EMIGDIO RINGOR- End User Unit
MR. EMANUEL M. RINGOR – TWG Member	MR. FERDINAND LATA- End User Unit
EnP. AIZA MARIE L. LANUZA– TWG Member	BRGY. CAPT. EDGARDO L. LARIZABAL- End User Unit
MS. AMELYN B. RAMAJO – Member, BAC Secretariat	MR. EUGENIO LEAL- End User Unit
MS. GIZELLE D. LIMAYO – Member, BAC Secretariat	MR. LEONARDO AXCOSTA- End User Unit

Absent:

MS. JENNIFER C. AGTARAP –Head, BAC Secretariat ( <i>on leave</i> )	BRGY. CAPT. WILFREDO A. LASTIMOZA- End User Unit
MS. ETHEL M. LACHICA–Member, BAC Secretariat ( <i>on travel</i> )	BRGY. CAPT. PRUDENCIO L. FABRO, JR.- End User Unit
MR. CLEMENTE R. ANINAG-COA Observer	MR. EMIL MAKABITAS- End User Unit
ENGR. CARLITO DION-Observer	BRGY. CAPT. MA. THERESA N. VILLANUEVA-End User Unit
BRGY. CAPT. ROGER N. FAJARDO- End User Unit	
MR. RONILO FAJARDO-End User Unit	
MR. AVELINO BUNOAN- End User Unit	

Bidder:

None

**1. Business Matters**

The meeting was presided by Ms. Marina I. Balicoco, BAC Chairman at 1:00 p.m. at the 1<sup>st</sup> Floor, New Municipal Hall, Brgy. Rizal, Tagudin, Ilocos Sur. The project for Pre-Bid Conference is: **Contract Package for the Construction and Upgrading of Potable Water Systems, Brgys. Bario-an, Bucao East, Cabaroan, Cabulanglangan, Cabugbugan, Garitan, Pallogan, Pudoc East and Pudoc West, Tagudin, Ilocos Sur, Contract No. INFR-2019-03**. The source of fund for this project is from the Fund transfer from NLA-DILG RO1, Assistance to Municipalities, SB Resolution No. 185, S2018 with an **Approved Budget for the Contract of Php 11,769,523.95** and is included in the Supplemental PPMP 2019 and Annual Investment Program 2019 - Updates with AIP Reference No. 8000-3-4, 1-9. A Certificate of Funds are Available was issued by the Municipal Accountant.

There was no prospective bidder who attended the meeting.

**2. Eligibility, Technical and Financial Components of the Bid**

The BAC Secretariat informed the body that all documents pertaining to the procurement process of the above-stated project is ready and available. It is composed of the following:

1. Invitation to Bid
2. Instruction to Bidders
3. Bid Data Sheet
4. General Conditions of Contract
5. Special Conditions of Contract
6. Approved Program of Works and Detailed Estimates
7. Technical Specifications and Drawings
8. Bidding Forms
  - i. Technical Proposal
  - ii. Financial Proposal

**2a. Eligibility and Technical Requirements** : as set forth in the Technical Proposal Including Eligibility Requirements Checklist and Additional Requirements Checklist which are available at PhilGEPs and at the BAC Secretariat. The bidder shall pay the applicable fee of Php 25,000.00 for the Bidding Documents not later than the submission of their bids.