



**CONTRACT NAME :** INVITATION TO BID FOR THE PROJECT:  
**Repair & Improvement of the NTA Tobacco Dust Processing Plant**

**CONTRACT ID No.:** PB 2018-16

**Pre-bid Conference**  
**24 September 2018, 10:00 A.M., at the 3<sup>rd</sup> Floor, NTA Training Room**

**Present:**

**The Bids and Awards Committee (BAC)**

CRISTINA C. LOPEZ, DBA – Chairperson  
ROBERTO R. BONOAN, PhD – Vice Chairperson  
MA. TERESA B. LAUDENCIA - Member  
PRISCILLA S. ESGUERRA - Member

**TWG Staff:**

Engr. Abraham dela Peña, Designated Project Engineer/ TPRO I, Candon Branch Office  
Arch. Mark Anghony Artates, TPRO I, Candon Branch Office

**COA Representative:**

Roy Antonio Teneza - Witness

**PROSPECTIVE BIDDER:**

Mr. Gavino Martinez – Representative, RC Floresca Construction & Supply

**ABSENT:**

ATTY. ROHBERT A. AMBROS (On Official Business)

**PROCEEDINGS**

1. The BAC Chairperson officially called the Pre-bid Conference to order at 10:05 a.m., with the presence of the four (4) BAC Members, the two (2) TWG staff, the COA Representative, and with only one (1) prospective bidder, in attendance.
2. The BAC Chairperson announced the Contract Name of the Project to be bid-out and the ABC for the project, and informed the body that this conference was being held in order for the bidder to be enlightened and be able to clarify issues/ concerns regarding the project; and, thereafter, introduced the BAC Members, the TWG staff and the COA Representative.
3. The BAC Chairperson encouraged the lone prospective bidder to make inquiries on the project it bid out.

4. Mr. Martinez queried if the said project underwent the review/ approval of the Department of Public Works and Highways, with the TWG staff responded in the affirmative.
5. Mr. Martinez informed that the he had no more queries.
6. On that note, the BAC Chairperson informed the lone prospective bidder that if and when there were still some gray areas he needed to be enlightened with, he can still communicate, in writing, and the BAC will, likewise, respond in writing.
7. The BAC Chairperson put emphasis that the prospective bidder must secure a Certification of Site Inspection issued by Engr. Abraham dela Peña, since it forms part of the Eligibility/ Technical Documents.
8. The BAC Chairperson reminded the prospective bidder to be on time, since late bids shall not be accepted; and to carefully review the submitted Eligibility/Technical/ Financial documents for its completeness, since the BAC shall be adopting the "Pass-Fail" criteria, under Republic Act No. 9184, that absence of one document shall render its bid as "Fail".
9. There being no questions/matters to address, the Pre-bid Conference was adjourned at 3:30 p.m.

Proceedings taken by:

  
**VIVIEN F. FERAREZA**  
BAC Secretariat

2018.16