



Republic of the Philippines  
**LEYTE NORMAL UNIVERSITY**  
Tacloban City



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**MINUTES OF THE PRE-BID CONFERENCE FOR THE COMPLETION OF NEW DORMITORY  
COMPLEX BUILDING 2 (MALE DORM) HELD AT THE LNU HOUSE CONFERENCE ROOM AND  
THROUGH GOOGLE MEET TELECONFERENCE**

**JANUARY 12, 2021 (TUESDAY), 10:00 AM**

**PRESENT:**

**MS. JOSISA C. CONCHADA**  
CAO- Finance

**Chairperson**

Attended through Google Meet  
**DR. EVELYN B. AGUIRRE**  
VPAF

**Vice-Chairman**

**DR. REYNALDO B. GARNACE**  
CAO – Administration

**BAC Member**

Attended through Google Meet  
**MRS. JO DANIELLE BAJARIAS**  
Planning Officer

**BAC Member**

Attended through Google Meet  
**ATTY. ALMA SONIA SANCHEZ-DANDAY**  
Faculty, Professional Education

**BAC Member**

Attended through Google Meet  
**MR. ORESTE ORTEGA, JR.**  
Faculty, Math Unit

**BAC Member**

Attended through Google Meet  
**ENGR. VENERANDO PALEJARO**  
Electrical Engineer

**TWG Infrastructure**

Attended through Google Meet  
**ENGR. CARLITO ELLAZAR**  
Project Control Engineer

**TWG Infrastructure**

Attended through Google Meet  
**DR. GENEROSO N. MAZO**

**TWG Infrastructure**

1 Unit Head, Social Science Unit

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3 **ENGR. JAYSON PASCUA**

4 Project Control Engineer

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6 **ENGR. RHANIE W. MAGHACOT**

7 Project Control Engineer

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9 Attended through Google Meet

10 **AUBREY GAILE C. CAÑETE**

11 BAC Secretary

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13 **LEONIZZA DIMATANGAL**

14 BAC Secretary

15

16 Attended through Google Meet

17 **LEAH K. DE PAZ**

18 BAC Secretary

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21 **1.0. CALL TO ORDER**

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23 The meeting was called to order at 2:15 PM

24

25 **2.0. ROLL CALL AND DETERMINATION OF QUORUM**

26

27 A quorum was reported with all members present. No observers were present in the

28 conference but notice of meeting is sent to them.

29

30 **3.0. NEW BUSINESS**

31

32 1. PRE-BID CONFERENCE ON THE COMPLETION OF NEW DORMITORY COMPLEX

33 BUILDING 2 (MALE DORM) WITH AN APPROVED BUDGET OF CONTRACT IN THE

34 AMOUNT OF THIRTY-SEVEN MILLION TWO HUNDRED FOURTEEN THOUSAND EIGH

35 HUNDRED THIRTY-ONE PESOS AND FIFTY CENTAVOS (Ph 37, 214, 831. 50)

36

37 The BAC Chair acknowledged the present prospective bidders.

38

39 The BAC Chair discussed the legal basis and the tasks to be accomplished under

40 the pre-bid stage. The BAC Chair explained Republic Act 9184 Article VII, Section

41 22 and its specific components.

42

43 The following prospective bidders were present:

44 ➤ Giezlie Pajamora

Mighty A's Construction

➤ Jessie Cabangangan  
➤ Maricris Mamato  
➤ Philippe Nebreja  
➤ Reuben Aldaya  
➤ Romel B. Buñac  
➤ Shirley Afable  
➤ Ma. Beth Arpon  
➤ Justine Kent Cinco

MJCG  
Verlontel Infra  
ECDC  
PG  
MAGA Construction  
JONI Construction  
CFV ARAR  
VCD Construction

The BAC chair presented the following general details of the project:  
Project Name: Completion of New Dormitory Complex – Building 2 (Male Dorm)  
Calendar Days: 180 Calendar Days  
Deadline/Bid Opening: January 28, 2021; 10:00 AM

Everyone was reminded that requests for clarification(s) on any part of the Bidding Documents or for an interpretation must be in writing and submitted to the LNU BAC at least ten (10) calendar days before the deadline set for the submission and receipt of bids.

For purposes of clarifying or modifying any provision of the Bidding Documents, Supplemental Bid Bulletin (SBB) may be issued at least seven (7) calendar days before the deadline for the submission and receipt of bids. Any modification to the Bidding Documents shall be identified as an amendment and any changes made in the conference without the issuance of the SBB will not take effect.

The BAC Chair also shared to the members RA 9184 Section 22.3 which states that:

*22.3. The pre-bid conference shall discuss, clarify and explain, among other things, the eligibility requirements and the technical and financial components of the contract to be bid including questions and clarifications raised by the prospective bidders before and during the Pre-Bid Conference.*

The BAC Chair asked the Project Control Engineer to present the details of the project.

Everyone was reminded that all that were discussed and changes that were mentioned will not take effect or be true to application unless a supplemental bid bulletin is issued.

The BAC Chair further reiterated RA 9184 Section 32.1 emphasizing on the prohibition of the communication to the bidders (no contact rule). Specifically, this section states that:

*32.1 Members of the BAC, its staff and personnel, Secretariat and TWG, as well as Observers, are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award. However, the BAC, through its*

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1                    *Secretariat, may ask in writing the bidder for a clarification of its bid. All*  
2                    *responses to requests for clarification shall be in writing.*  
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5                    The BAC Chair once again reminded everyone of the important dates for the project  
6                    such as the bid opening, deadline of bid submission, and post-qualification.  
7

8                    The prospective bidders were reminded that all minimum requirements in the bid  
9                    data sheet shall all be compiled with.  
10


11                   The BAC Chair asked the prospective bidders for questions or clarifications. There  
12                   having none, a motion was raised and was duly seconded to adjourn the meeting.

13                   A cite inspection followed.  
14


15                   **5.0    ADJOURNMENT**

16                                      There having been no more matters up for discussion, the meeting was adjourned at  
17                                      12:01 PM.  
18

19                                      CERTIFIED TRUE AND CORRECT:

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21                                      **AUBREY GAILE C. CAÑETE**  
22                                      BAC Secretary  
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25                                      ATTESTED:

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27                                      **MS. JOSISA C. CONCHADA**  
28                                      BAC - Chair  
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