

## MINUTES OF MEETING

Minutes in the **Opening of Bid Proposals** for the Five (5) Small Value Projects listed below conducted on **December 15, 2022 at 10:20 A.M.**, at PMO Lanao del Norte/Iligan, Conference Room, PMO Administration Building, Port Area, Iligan City :

1. **Repair and Improvement of Facade at Terminal Management Office, Port of Tubod, Lanao del Norte**
2. **Clearing and Disposal of Waste Materials Beside Bureau of Plant Industry, Port of Iligan, Iligan City**
3. **Provision of Kilowatt-Hour Meter and Accessories, Port of Iligan, Iligan City**
4. **Repair of Canopy and Improvement of Fire Detection Alarm System at Multi-Purpose Hall, Port of Iligan, Iligan City**
5. **Repair of Steel Fence and Auxiliary Gate, Port of Kolambugan, Lanao del Norte**

### Attendance:

- |                                |   |                        |
|--------------------------------|---|------------------------|
| 1. EVELYN F. ESPINOSA          | - | BAC Chairperson        |
| 2. JOEL B. ESCALA              | - | BAC Vice-Chairperson   |
| 3. DAISY P. TANGCALAGAN        | - | BAC Member             |
| 4. NAOMIE D. ZALSOS            | - | BAC Secretariat Head   |
| 5. ANGELYN M. LEPITEN          | - | BAC Secretariat Member |
| 6. ABIGAIL ROSE N. SUANGCO     | - | BAC Secretariat Member |
| 7. COLIN KAY R. CAJOTE         | - | BAC TWG Head           |
| 8. DENNIS S. CAMBAYA           | - | BAC TWG Member         |
| 9. ELINOR ROSEMARIE G. SEVILLA | - | BAC TWG Member         |
| 10. MIRJA C. OBACH             | - | BAC TWG Member         |
| 11. ARNEL C. OCLARINO          | - | BAC TWG Member         |
| 12. RENE A. BALLO              | - | Representative, COA    |

### Not Available:

- |                                |   |                                |
|--------------------------------|---|--------------------------------|
| 1. JOSE RANDY PABELONIO        | - | BAC Member(on official travel) |
| 2. TITO F. PONTILLO, JR.       | - | BAC Member(on official travel) |
| 3. Representative, CBCP Iligan |   |                                |
| 4. Representative, PICE - IBC  |   |                                |
| 5. Representative, PLSA        |   |                                |

The meeting for the Opening of Bids was called to order by the Chairperson at 10:20 AM. The following transpired:

1. The BAC Secretariat Head Ms. Zalsos read the attendees present. With the attendance of three(3) out of five(5) BAC Members, the BAC Chairperson declared a quorum. She also acknowledged the presence of the COA's representative.
2. That the BAC Chairperson informed the attendees of the procedure to be followed in the procurement for the first and second projects shall be based on Section 53 – Negotiated Procurement, Subsection 53.9 – Small Value Procurement, of the amended Implementing Rules and Regulations of R.A. 9184.
3. The office invited three (3) bidders namely **BRIMA CONSTRUCTION AND ENTERPRISES, MINKONSTRAK ENGINEERING AND GENERAL SERVICES** and **ALI CONSTRUCTION SUPPLY** to submit price quotations for the above-mentioned projects to be supported with detailed cost estimates.
4. The TWG Member, Mr. Dennis Cambaya started with the Project **Repair and Improvement of Facade at Terminal Management Office, Port of Tubod, Lanao del Norte** with the Approved Budget for the Contract of **₱948,000.00**. **ALI CONSTRUCTION SUPPLY** did not participate in the bidding for this project. Bid document of **BRIMA CONSTRUCTION AND ENTERPRISES** and **MINKONSTRAK ENGINEERING AND GENERAL SERVICES** were opened. Each items were read aloud, screen shared and checked against the list of the required documents. Checklist will be routed to be signed by each BAC members and TWG members. Bid proposal documents of the bidders were found to have complied with the minimum requirements and offered the amount of **₱937,643.47** and **₱947,505.00** respectively to be completed in 50 calendar days.
5. For the Project **Clearing and Disposal of Waste Materials Beside Bureau of Plant Industry, Port of Iligan, Iligan City** with the Approved Budget for the Contract of **₱497,000.00**. Only **MINKONSTRAK ENGINEERING AND GENERAL SERVICES** participated in the bidding for this project and submitted their bid documents. Each items were read aloud, screen shared and checked against the list of the required documents. Checklist will be routed to be signed by each BAC members and TWG members. Bid proposal documents of the bidder were found to have complied with the minimum requirements and offered the amount of **₱488,096.88** to be completed in 15 calendar days.
6. For the Project **Provision of Kilowatt-Hour Meter and Accessories, Port of Iligan, Iligan City** with the Approved Budget for the Contract of **₱376,000.00**. **ALI CONSTRUCTION SUPPLY** did not participate in the bidding for this project. Bid document of **BRIMA CONSTRUCTION AND ENTERPRISES** and **MINKONSTRAK ENGINEERING AND GENERAL SERVICES** were opened. Each items were read aloud, screen shared and checked against the list of the required documents. Checklist will be routed to be signed by each BAC

members and TWG members. Bid proposal documents of the bidders were found to have complied with the minimum requirements and offered the amount of **₱371,000.00** and **₱375,245.00** respectively to be completed in 14 calendar days.

7. For the Project **Repair of Canopy and Improvement of Fire Detection Alarm System at Multi-Purpose Hall, Port of Iligan, Iligan City** with the Approved Budget for the Contract of **₱435,000.00**. Only **BRIMA CONSTRUCTION AND ENTERPRISES** participated in the bidding for this project and submitted their bid documents. Each items were read aloud, screen shared and checked against the list of the required documents. Checklist will be routed to be signed by each BAC members and TWG members. Bid proposal documents of the bidder were found to have complied with the minimum requirements and offered the amount of **₱488,096.88** to be completed in 30 calendar days.
8. For the Project **Repair of Steel Fence and Auxiliary Gate, Port of Kolambugan, Lanao del Norte** with the Approved Budget for the Contract of **₱340,000.00**. Only **BRIMA CONSTRUCTION AND ENTERPRISES** participated in the bidding for this project and submitted their bid documents. Each items were read aloud, screen shared and checked against the list of the required documents. Checklist will be routed to be signed by each BAC members and TWG members. Bid proposal documents of the bidder were found to have complied with the minimum requirements and offered the amount of **₱329,965.15** to be completed in 30 calendar days.

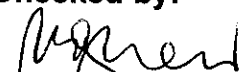
It was announced by the Chairperson that these will still be subjected to Evaluation and Post Qualification processes scheduled on December 20, 2022 and December 21, 2022, respectively.

Having no more to discuss, the meeting was adjourned at 11:14 A.M.


Prepared by:

  
**ANGELYN M. LEPITEN**  
Member, BAC Secretariat

Checked by:

  
**NAOMIE D. ZALSOS**  
Head, BAC Secretariat

Approved by:

  
**EVELYN F. ESPINOSA**  
Chairperson, PMO-LNI BAC