



**BIDS AND AWARDS COMMITTEE**  
**Minutes of the Meeting**

**Pre-Bid Conference for the Contract on the Supply and Delivery of  
 6,000 Pieces of 1/2"Ø Multi-Jet Water Meter , Fifty (50) Pieces of 1"  
 Water Meter, Twelve (12) Pieces 2" Flowmeter, and Six (6) Pieces 4"  
 Flowmeter**

December 5, 2018 at 9:00 A.M.

**Present:**

- Atty. Dante A. Arcangeles - BAC Chairperson
- Engr. Zaldy A. Lacson - BAC Vice-Chairperson
- Engr. Joecel B. Belvis - BAC Member
- Jesserie O. Clorion - BAC Member
- Bobby J. Dela Cruz - BAC Member
- Ms. Shalmahr B. Vito - Head, BAC TWG
- Engr. Tito Naven B. Bernas - TWG- Member
- Ms. Marjorie A. Dela Cruz - Head, BAC Secretariat
- Ms. Cresilda D. Fonte - BAC Secretariat

**Other Present:**

- Mr. Martin Flestado Jr. - Area Manager, Uni-field Enterprises, Inc.

**Declaration of Quorum:**

The Chairman called the Meeting to Order at 9:00 AM.

Upon determination of the BAC Secretariat that majority of the members are present, it was announced that a Quorum was present.

The meeting started with a prayer led by Engr. Tito Naven Bernas.

The BAC then proceeded to transact its business for the Pre-Bid Conference for the 6,000 Pieces of 1/2"Ø Multi-Jet Water Meter , Fifty (50) Pieces of 1" Water Meter, Twelve (12) Pieces 2" Flowmeter, and Six (6) Pieces 4" Flowmeter with an Approved Budget for the Contract (ABC) amounting to Twelve Million One Hundred Twenty-Six Thousand Two Hundred Pesos (PhP12,126,200.00). It was approved for public bidding through BOD Resolution No. 100, dated November 20, 2018. The Requesting Unit is Construction and Maintenance Division charged to Account No. 254.1V.F. It was divided into two (2) lots:

ABC For Lot 1: PhP 11,825,000.00 (6,000 pieces 1/2"Ø Multi Jet Water Meter and 50 Pieces 1" Ø Multi Jet Water Meter)

ABC For Lot 2: PhP 625,200.00 ( 12 Pieces 2"Flow Meter and 6 Pieces 4" Flow Meter)

52 **Proceedings:**

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- Engr. Lacson, the Vice-Chairman, momentarily presided the conference because the Chairman has an important matter to attend. He started by emphasizing that "the pre-bid conference is being held to review, discuss, among other things, the eligibility requirements and the technical and financial components of the Contract on the Supply and Delivery of 6,000 Pieces of 1/2"Ø Multi-Jet Water Meter , Fifty (50) Pieces of 1" Water Meter, Twelve (12) Pieces 2" Flowmeter, and Six (6) Pieces 4" Flowmeter". He then announced that there is one prospective bidder present and requested the representative from Uni-Field Enterprises, Inc. to introduce himself.
- The Head of the BAC Secretariat informed the Committee that based on the Detail Tracking Report of the PhilGEPS website, there were six (6) prospective bidders in the Opportunity Request List, namely: U1Mig Enterprise, Moldex Products, Inc., Mechanical Handling Equipment Company, Inc., Aluminates Metering Supply, Inc., FANM Enterprises, and Excel Worldwide Marketing Corporation. However, only Uni-Field purchased the bidding documents on December 5, 2018. The invitation letter to observer was send on November 22, 2018 but none from them are present.
- The Vice-Chairman then requested Miss Clorion to read out the Invitation to Bid 004-2019, since there was no comments/suggestions they proceeded to the "Checklist of Requirements for Bidders".
- In response to Engr. Lacson's query, Mr. Flestado confirm that the ninety (90) calendar days delivery period is enough.
- As instructed by the Vice Chairman, Miss Vito read out the Eligibility Requirement 1 to 9 and Technical Requirements 10-26.
- The Chairman came and presided the meeting.
- Engr. Bernas asked if the bidders will submit a 50 % SLCC per lot.
- The Chairman answered Engr. Bernas query. According to Atty. Arcangeles, the procurement for lot 1 & 2 has similar in nature, therefore the bidder can submit their SLCC either for all lot or per lot.
- Miss Vito asked the bidder's representative if they can submit technical requirements no. 23- "Calibration Certificate issued by any of the following: Local Water Utilities Administration, Maynilad or Manila Water.
- According to Mr. Flestado, they can send another water meter to be calibrated by Maynilad. Then he asked if they still use the previous Calibration Certificate issued by Maynilad which they had submitted before which was the first bidding of same goods held last May 2018.
- In a collective motion, the Committee accepted Mr. Flestado proposal to submit a Calibration Certificate issued by Maynilad

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- The Committee proceeded to Financial Requirements and Technical Specification.
- The Committee and Technical Working Group found Technical Specification in order.
- There being no other suggestion/comment/clarification, the meeting adjourned at 11:08 a.m.

Prepared by:



**MARJORIE A. DELA CRUZ**

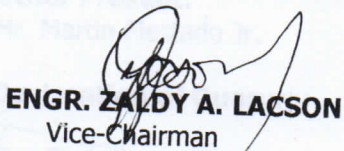
Head, BAC Secretariat

Approved by:



**ATTY. DANTE A. ARCANGELES**

BAC Chairperson



**ENGR. ZALDY A. LACSON**  
Vice-Chairman



**ENGR. JOBCEL B. BELVIS**  
Member



**JESSERIE O. CLORION**  
Member



**BOBBY J. DELA CRUZ**  
Member