



Republic of the Philippines
METRO ROXAS WATER DISTRICT
MRWD Bldg., Km. 1, Roxas City 5800, Philippines

BIDS AND AWARDS COMMITTEE Minutes of the Meeting

Minutes of the Pre-Bidding Conference for the Contract on the Supply and Delivery of Various Service Connection Materials

May 15, 2019 at 9:00 A.M.

Present:

Atty. Dante A. Arcangeles - BAC Chairperson
Jesserie O. Clorion - BAC Member
Engr. Joecel B. Belvis - BAC Member
Shalmahr B. Vito - Head, BAC TWG
Engr. Tito Naven B. Bernas - TWG Member- Pipes and Fittings
Marjorie A. Dela Cruz - Head, BAC Secretariat
Cresilda D. Fonte - BAC Secretariat
Apha Rhea R. Basonia - BAC Secretariat

Absent:

Engr. Zaldy A. Lacson - BAC Vice-Chairperson
Bobby J. Dela Cruz - BAC Member
Engr. Riann B. Brillo - TWG Member- Pipes and Fittings

Other Present:

Engr. Lizalyn B. Baylon - Division Manager B, Construction and Maintenance Division

Declaration of Quorum:

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

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

The meeting started with a prayer led by the BAC Chairperson.

The BAC, then proceeded to transact its business for the Pre-Bid Conference for the Contract on the Supply and Delivery of Various Service Connection Materials with an approved budget for the contract amounting to Two Million Four Hundred Five Thousand One Hundred Forty Pesos and 00/100 (P2,405,140.00), to be charged to Account no. 854.IV.E/ 5 02 13 030 IV.E. The requesting unit is Construction and Maintenance Division. The Committee recommended for public bidding through BAC Resolution no. 064-2019 and was subsequently approved by the board through BOD Resolution No. 38 dated April 29, 2019.

Proceedings:

- 51 • Atty. Arcangeles reminded the Committee the purpose of the pre-bid
52 conference is to review, revisit, and clarify matters of those included in
53 the checklist of requirements for the bidders, the
54 eligibility/technical/financial requirements for the benefit of our
55 prospective bidders.
56
57 • The Head of Secretariat informed the Committee that there were eleven
58 (11) prospective bidders in the Opportunity Request List of the Detail
59 Tracking Report in the PhilGEPS website, namely: Moldex Products, Inc.,
60 U1Mig Enterprise, Excel Worldwide Marketing Corporation, Up-Town
61 Industrial Sales, Inc., BJ Marthel International, Inc., Mig Systems
62 Incorporated, Philippine Valve Manufacturing Company, FANM Enterprises,
63 AVK Philippines, Inc, Eastasia Solutions Technologies Corporation, and
64 Phil Bon Builders and Supply, Co. Nobody bought the bidding documents.
65 The BAC through its Secretariat had sent a letter of invitation to three (3)
66 prospective observers on May 8, 2019 but none from them attended the
67 said conference.
68
69 • Subsequently, Miss Dela Cruz apprised the Committee that U1mig
70 Enterprise is interested to participate in the said procurement.
71
72 • Atty. Arcangeles acknowledged the presence of Engr. Lizalyn Baylon -
73 Division Manager B, Construction and Maintenance Division.
74
75 • The Committee proceeded to review the Invitation to Bid No. 073-2019,
76 page 1 and 2.
77
78 • The said procurement has Single Largest Completed Contract (SLCC) with
79 at least equivalent of twenty-five percent (25%) of the Approved Budget
80 for the Contract (ABC) because the goods is consumable.
81
82 • Having asked by the Chairman, Miss Clorion told the Committee that this
83 procurement is inventoriable and not part of the Capital Expenditure
84 (CAPEX).
85
86 • After the ITB has been reviewed, the Committee proceeded to review the
87 Checklist of Requirements for Bidders.
88
89 • The Chairman asked Miss Vito if the warehouse can accommodate the
90 goods since the delivery period is within thirty (30) calendar days.
91
92 • Miss Vito assured that the warehouse has an enough stocking area for
93 goods to be delivered.
94
95 • The Committee reviewed the Eligibility and Additional Requirements,
96 having no other comments, the Committee proceeded to review the
97 Technical and Additional Requirements.
98
99 • After reviewing all requirements set forth in the checklist of requirements
100 for bidders, and the second envelope (Financial Proposal), the Committee
101 together with the Technical Working Group and the end-user carefully
102 check the purchase request.
103

104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130

- Atty. Arcangeles informed that in the purchase request, it indicates the specific item description of goods to be procured.
- In response to Atty. Arcangeles query, Engr. Baylon told the Committee that in Program of Works, the service connection materials will be use for new service connections of 500 concessionaires with 1/2" and 60 concessionaires with 3/4" service line connection, and 1,400 concessionaires for clustering and joint connections.
- Engr. Baylon asked the Chairman of their assurance if the delivered goods of the winning bidder is in accordance with the specifications.
- With regard to Engr. Baylon query, Atty. Arcangeles answered her that there is an inspectorate and acceptance team, and one member of the inspectorate team came from the end-user to check if the items is accordingly delivered as specified in the purchase request nor reject if found to be not in accordance to the specification. Also, the winning bidder will not be paid if the inspectorate team will not sign the certificate of acceptance.
- Engr. Belvis raised his observation on the unit used for HDPE Tubing in item 43,44,and 45 was piece (pc) instead of roll in the purchase request.
- Subsequently, the Chairman instructed the Head of the BAC Secretariat to correct the concern and issue an addendum for the said amendment.
- The addendum to be issued is to amend the following:

HDPE Tubing				
43	H.D.P.E. Tubing 1" SDR-11 CTS (90m/roll)	Eight (8)	roll	Within 30 Calendar Days from receipt of Contract, Purchase order and Notice to Proceed
44	H.D.P.E. Tubing 3/4" SDR-11 CTS (150m/roll)	Five (5)	roll	Within 30 Calendar Days from receipt of Contract, Purchase order and Notice to Proceed
45	H.D.P.E. Tubing 1/2" SDR-11 CTS (300m/roll)	Fifteen (15)	roll	Within 30 Calendar Days from receipt of Contract, Purchase order and Notice to

177
178