

Republic of the Philippines  
**METROPOLITAN NAGA WATER DISTRICT**  
40 J. Miranda Avenue, Naga City  
Tel. No. : (054)472-1685/473-7813  
Fax No.: (054) 473-9288  
E-Mail Add.: [mnwdbac@yahoo.com](mailto:mnwdbac@yahoo.com)

**MINUTES OF MEETING OF THE PRE-BID CONFERENCE FOR THE PROJECT  
SUPPLY AND DELIVERY OF BRAND NEW SPORTS UTILITY VEHICLE (SUV) 4 X 2 A/T DIESEL  
(GOODS 2019-012)**

HELD AT THE MNWD CONFERENCE ROOM ON NOVEMBER 6, 2019

Attendance:

**BIDS AND AWARDS COMMITTEE:**

Engr. Gilbert V. Eleazar	-	Chairperson
Mr. Jon Louie A. Sanchez	-	Vice-Chairperson
Engr. Noel A. Martinez, Jr.	-	Regular Member
Engr. Sonjun O. Millares	-	Regular Member
Mr. Arturo M. Marco	-	Regular Member (On Official Business)
Mr. Eric O. Zantua	-	Provisional Member (Absent)

**BAC SECRETARIAT / TECHNICAL WORKING GROUP (TWG):**

Mr. Venus C. Solano	-	Head (Absent)
Mr. Teejay Altair A. Tormes	-	Vice-Head
Engr. Sharmaine E. Bracia	-	Member
Mr. Mark Anthony B. Oliva	-	Recording Secretary

**BIDDERS' AUTHORIZED REPRESENTATIVE**

Mr. Cenon Henson Cantre	-	Hyundai Naga
Mr. Domeng Bataller	-	Hyundai Naga

**OBSERVERS' AUTHORIZED REPRESENTATIVE**

Mr. Dante M. Belen	-	Naga City People's Council (NCPC)
--------------------	---	-----------------------------------

There being a quorum, the meeting was called to order by the BAC Chairperson, Engr. Gilbert V. Eleazar at exactly 2:10 PM.

**BUSINESS OF THE MEETING**

The BAC Chairperson requested the BAC Recording Secretary to read the attendance and welcomed the Committee Members, bidder's and observer's authorized representatives in the Pre-Bid Conference for the project Supply and Delivery of Brand New Sports Utility Vehicle (SUV) 4 x 2 A/T Diesel (GOODS 2019-012) with an Approved Budget for the Contract (ABC) of **TWO MILLION TWO HUNDRED THOUSAND PESOS (Php 2,200,000.00)** Only. Delivery of goods is required within Thirty (30) Calendar Days. He further stated that the Invitation to Bid (ITB) was posted in the Philippine Government Electronic Procurement System (PhilGEPS), MNWD Bulletin Board, and MNWD Website from October 30 to November 18, 2019. An invitation was also served to the observers, namely: Commission on Audit (COA), Metro Naga Chamber of Commerce and Industry (MNCCI), and Naga City People's Council (NCPC).

The BAC Chairperson thereafter announced to the body that no prospective bidder have purchased bid documents yet as of date. The BAC Chairperson then proceeded and asked Mr. Cenon Henson Cantre and Mr. Domeng Bataller, *authorized representatives* of Hyundai Naga, if they are familiar with the public bidding procedures, including the preparation and submission of the bidding documents and the bidder's



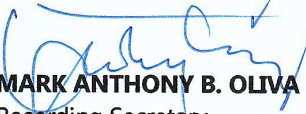
authorized representative answered in the negative, the BAC Chairperson then informed them that the MNWD BAC is following a Two-Envelope System, one contains the Eligibility requirements in four (4) copies – one original and three extra copies; and the Technical Documents containing the same number of copies. The second envelope contains the Financial Documents, also in four (4) copies. The Chairperson said that these required documents are already stated in the bidding documents.

The BAC Chairperson proceeded and gave the table to Mr. Jon Louie A. Sanchez, BAC Vice-Chairperson, to discuss the technical aspects of the project. Mr. Sanchez explained in detail the Technical Specifications of the Brand New Sports Utility Vehicle (SUV) required for the project. The BAC Chairperson asked the authorized representatives if there are any clarification they would like to ask? Mr. Cantre then asked regarding the displacement and maximum output based on the technical specification wherein they would be offering a vehicle which has a displacement of 2.0cc and has a maximum output of 185HP. Mr. Sanchez clarified that the request was duly approved by the Department of Budget and Management (DBM), as required, whatever the output would be, the displacement shall be 2.3cc.

He asked Mr. Cantre and Mr. Bataller if there are any clarifications they would like to ask, and the latter answered in the negative. He then thanked the prospective bidder's authorized representatives for their participation and afterward excused them from the meeting.


With no other matters to be discussed, the BAC Chairperson temporarily adjourned the meeting at exactly 2:20 PM.

Prepared by:


  
**MARK ANTHONY B. OLIVA**  
Recording Secretary

Certified correct:

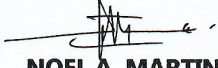
(ABSENT)  
**VENUS C. SOLANO**  
Head  
BAC TWG – Secretariat

  
**TEEJAY ALTAIR A. TORMES**  
Vice-Head

Minutes approved by:

  
**GILBERT W. ELEAZAR**  
BAC Chairperson

  
**JON LOUIE A. SANCHEZ**  
Vice-Chairperson

  
**NOEL A. MARTINEZ, JR.**  
Regular Member

  
**SONJUN O. MILLARES**  
Regular Member

(ON OFFICIAL BUSINESS)  
**ARTURO M. MARCO**  
Regular Member

(ABSENT)  
**ERIC O. ZANTUA**  
Provisional Member