Republic of the Philippines
METROPOLITAN NAGA WATER DISTRICT
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MINUTES OF MEETING OF THE PRE-BID CONFERENCE FOR THE PROJECT SUPPLY AND DELIVERY OF BRAND NEW SERVICE PICK-UP 4 X 4 MT DIESEL (RE-BIDDING) (GOODS 2019-013a)
HELD AT THE MNWD CONFERENCE ROOM ON DECEMBER 2, 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
Mr. Samuel A. Amores	-	Provisional Member (Absent)

BAC SECRETARIAT / TECHNICAL WORKING GROUP (TWG):

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

BIDDERS' AUTHORIZED REPRESENTATIVE

None

OBSERVERS' AUTHORIZED REPRESENTATIVE

None

There being a quorum, the meeting was called to order by the BAC Chairperson, Engr. Gilbert V. Eleazar at exactly 1:30 PM.

BUSINESS OF THE MEETING

The BAC Chairperson requested the BAC Recording Secretary to read the attendance and welcomed the Committee Members in the Pre-Bid Conference for the project Supply and Delivery of Brand New Service Pick-up 4 x 4 MT Diesel (Re-Bidding) (GOODS 2019-013a) with an Approved Budget for the Contract (ABC) of **ONE MILLION SEVEN HUNDRED THOUSAND PESOS (Php 1,700,000.00)** 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 November 25 to December 16, 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), however, no observers attended said scheduled Pre-Bid Conference.

The BAC Chairperson thereafter announced to the body that no prospective bidder have purchased bid documents yet as of date and none will attend the scheduled Pre-Bid Conference. He then asked the End-User if there are any changes and/or modifications made with regards to the project's technical specifications. In lieu of the absence of Mr. Samuel A. Amores, Provisional Member, Engr. Sonjun O. Millares,

BAC Regular Member responded that there are no changes and/or modifications made by the end-user in the technical specifications of the project.

The BAC Chairperson informed the body that the BAC Secretariat/TWG received an e-mail from Nissan Commonwealth dated November 27, 2019 at 4:11 PM. In the letter, Nissan Commonwealth stated its intention to participate in the said project, and raised an issue regarding the specification of the goods. However, it was not clearly stated on what particular issue they are referring to. The BAC Chairperson stated that the requirements of the End-User shall be strictly followed as it is, which was unanimously agreed by the BAC Members. Ms. Venus C. Solano, BAC Secretariat/TWG Head said that she has already responded the e-mail upon its receipt on November 28, 2019 at 9:25 AM, by stating that they are welcome to attend the scheduled Pre-Bid Conference.

With no further changes and/or modifications in the Technical Specifications of the project, the BAC Chairperson temporarily adjourned the meeting at exactly 1:40 PM.

Prepared by:

MARK ANTHONY B. OLIVA
Recording Secretary

Certified correct:

VENUS C. SOLANO
Head, BAC TWG – Secretariat

Minutes approved by:

GILBERT V. ELEAZAR
BAC Chairperson

JON LOUIE A. SANCHEZ
Vice-Chairperson

NOEL A. MARTINEZ, JR.
Regular Member

SONJUNO. MILLARES
Regular Member

ARTURO M. MARCO
Regular Member

(ABSENT)
SAMUEL A. AMORES
Provisional Member