

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 MATERIALS AND FITTINGS
TO BE CARRIED ON STOCK (GOODS 2021-001)**

HELD AT THE MNWD MULTI-PURPOSE HALL ON FEBRUARY 3, 2021

Attendance:

BIDS AND AWARDS COMMITTEE:

Mr. Jon Louie A. Sanchez	-	Chairperson
Engr. Noel A. Martinez, Jr.	-	Vice-Chairperson
Engr. Sonjun O. Millares	-	Member
Mr. Arturo M. Marco	-	Member
Mr. Edgardo A. Ayao	-	Member (Absent)
Mr. Edgar B. Caballero	-	Provisional Member

BAC SECRETARIAT/TECHNICAL WORKING GROUP (TWG):

Ms. Venus C. Solano	-	TWG Head
Mr. Teejay Altair A. Tormes	-	TWG Vice-Head
Ms. Sharmaine E. Bracia	-	TWG Member
Ms. Sheila C. Esquejo	-	TWG Member
Mr. Mark Anthony B. Oliva	-	BAC Secretariat

BIDDERS' AUTHORIZED REPRESENTATIVE:

Mr. Rommel D. Exiomo	-	Up-Town Industrial Sales, Incorporated
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OBSERVERS' AUTHORIZED REPRESENTATIVE:

None

There being a quorum, the meeting was called to order at exactly 1:45 PM by the BAC Chairperson, Mr. Jon Louie A. Sanchez.

BUSINESS OF THE MEETING

The BAC Chairperson requested the BAC Secretariat to read the attendance and welcome the Committee Members and bidder's authorized representative in the Pre-Bid Conference for the project Supply and Delivery of Materials and Fittings to be Carried on Stock (GOODS 2021-001) with an Approved Budget for the Contract (ABC) of **TWO MILLION ONE HUNDRED THIRTY-SIX THOUSAND SIX HUNDRED FIFTEEN PESOS (Php 2,136,615.00)** Only. Delivery of goods is required within **SIXTY (60) CALENDAR DAYS**. He further stated that the Invitation to Bid (ITB) was posted in the Philippine Government Electronic Procurement System (PhilGEPS), MNWD Website, and Bulletin Board from January 27, 2021 to February 15, 2021. An invitation was also served to the observers, namely: Honorable Members of the MNWD Board of Directors, 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 informed the body that there was only one (1) prospective bidder who signified its intention to participate in the scheduled bidding and participated in the scheduled Pre-

Bid Conference, namely: (1) Up-Town Industrial Sales, Incorporated. The BAC Chairperson thereafter acknowledged the presence of prospective bidder's authorized representative, Mr. Rommel D. Exiomo.

The BAC Chairperson then proceeded and gave the table to Mr. Edgar B. Caballero, BAC Provisional Member to discuss the technical aspects of the project. Mr. Caballero then discussed, with illustrations, all aspects of the project, Supply and Delivery of Materials and Fittings to be Carried on Stock (GOODS 2021-001), to wit:

1. G.I. NIPPLE 1/2 X 2, s-40, min. weight 40 grams
2. G.I. PIPE 1/2" Ø x 6m Sch. 40, 8 kgs. weight, Std. MTE x MTE, HEAVY GAUGE
3. BRASS BALL VALVE with lockwing, straight 1/2"Ø x 2" FTE x FTE (with lockwing hole diameter that can accommodate 4mm barrel bolt sealed lock)
4. G.I. CAPSCREW 5/8 X 3", Full threaded with nut and washer, 150 g
5. G.I. CAPSCREW 3/4 X 4" Full threaded with nut and washer, 250 g
6. BRASS CORPORATION COCK 3/4", Compression type, MTE with polyoxymethy grip ring, brass inset and gasket (750 g. min. weight)
7. G.I. COUPLING 1/2", 85 grams
8. G.I. ELBOW 1/2" X 90° 117 g, Thailand, Sch-40
9. G.I. ELBOW REDUCER 3/4"Ø X 1/2"Ø X 90° GI, FTE x FTE
10. SADDLE CLAMP 2" X 3/4"Ø, CI, for uPVC Full collar with bolts, nuts, washer and gasket, upper and lower body connected by minimum 2 bolts (12mm min bolt Ø)
11. SADDLE CLAMP 4"Ø X 3/4", CI, for uPVC Full collar with bolts, nuts, washer and gasket, upper and lower body connected by minimum 2 bolts (12mm min bolt Ø)
12. TEFLON TAPE 1/2" x 10 meters, 0.1 mm thick, High Quality

He also emphasized the end-user requirements such as the Warranty Certificate, and After Sales Service & Availability of Materials Certificate with coverage up to one (1) year and three (3) months, respectively. Both certification shall take effect upon the delivery and acceptance of goods.

The BAC Chairperson then asked the bidder's authorized representative if there are any further clarification they would like to clarify, Mr. Exiomo then asked if what does "MTE with polyoxymethy grip ring" meant in item no. 6. Engr. Noel A. Martinez, Jr., BAC Vice-Chairperson responded that it is an engineering thermoplastic used in precision parts requiring high stiffness, low friction, and excellent dimensional stability. The BAC Chairperson also informed Mr. Exiomo to comply with the end-user requirements as stipulated in the bidding documents, and that the delivery period must be observed and a corresponding liquidated damages shall be applied per day of delay. With that, Mr. Exiomo asked if they could deliver partially, as long as the completion is within the prescribed period, the BAC Chairperson replied that the office will no longer accept partial delivery, since it maintains reliable inventory, and the prospective bidder concurred. The BAC Chairperson again asked the bidder's authorized representative if there are any further clarification he would like to clarify, and the latter answered in the negative.

With no further changes or modifications in the Technical Specifications of the project, the BAC Chairperson finally adjourned the meeting at exactly 2:00 PM.

Prepared by:


MARK ANTHONY B. OLIVA
BAC Secretariat

Certified correct:


VENUS C. SOLANO
Head, BAC TWG/Secretariat

Minutes approved by:


JON LOUIE A. SANCHEZ
BAC Chairperson

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NOEL A. MARTINEZ, JR.
Vice-Chairperson


ARTURO M. MARCO
Regular Member


EDGAR B. CABALLERO
Provisional Member


SONJUN O. MILLARES
Regular Member

(ABSENT)
EDGARDO A. AYAO
Regular Member











