


1 Republic of the Philippines  
2 **METROPOLITAN NAGA WATER DISTRICT**  
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8 **MINUTES OF MEETING OF THE PRE-BID CONFERENCE FOR THE PROJECT**  
9 **FURNISHING OF LABOR AND MATERIALS FOR THE INSTALLATION OF DISTRIBUTION LINE AT SAN**  
10 **SEBASTIAN URBAN POOR, BARANGAY TINAGO, NAGA CITY (INFRA 2019-012)**  
11 HELD AT THE MNWD CONFERENCE ROOM ON OCTOBER 10, 2019  
12

13 Attendance:

14  
15 **BIDS AND AWARDS COMMITTEE:**

16  
17 Engr. Gilbert V. Eleazar  - Chairperson  
18 Mr. Roque S. Francisco  - Vice-Chairperson  
19 Mr. Jon Louie A. Sanchez  - Member  
20 Engr. Melvin B. Macaraig  - Member  
21 Mr. Arturo M. Marco  - Member  
22 Engr. Sonjun O. Millares  - Provisional Member  
23

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

25  
26 Ms. Venus C. Solano - Head (Absent)  
27 Mr. Teejay Altair A. Tormes  - Vice-Head  
28 Ms. Sharmaine E. Bracia  - Member  
29 Ms. Fatima Trisha P. Velasco - Member  
30 Mr. Mark Anthony B. Oliva  - Recording Secretary  
31

32 **BIDDERS' AUTHORIZED REPRESENTATIVE:**

33  
34 None

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36 **OBSERVERS' AUTHORIZED REPRESENTATIVE:**

37  
38 None  
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41 There being a quorum, the meeting was called to order by the BAC Vice-Chairperson,  
42 Mr. Roque S. Francisco, in lieu of Engr. Gilbert V. Eleazar, BAC Chairperson, at exactly 1:50 PM.  
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44

45 **BUSINESS OF THE MEETING**

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47 The BAC Vice-Chairperson read the attendance and welcomed the Committee Members in the Pre-  
48 Bid Conference for the project Furnishing of Labor and Materials for the Installation of Distribution Line at  
49 San Sebastian Urban Poor, Barangay Tinago, Naga City (INFRA 2019-012) with an Approved Budget for the  
50 Contract (ABC) of **THREE HUNDRED EIGHT THOUSAND TWO PESOS AND 26/100 (Php 308,002.26)**  
51 **ONLY**. Completion of Work is required within Ninety-Seven (97) Calendar Days. He further stated that the  
52 Invitation to Bid (ITB) was posted in the Philippine Government Electronic Procurement System (PhilGEPS),  
53 MNWD Website, and Bulletin Board from October 3 to 22, 2019. An invitation was also served to the  
54 observers, namely: Commission on Audit (COA), Philippine Institute of Civil Engineers (PICE), and Naga City  
55 People's Council (NCPC), however, no observers attended said scheduled Pre-Bid Conference.  
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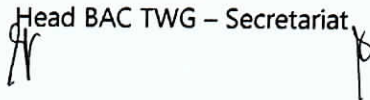
57 The BAC Vice-Chairperson thereafter announced to the body that no prospective bidder have  
58 purchased bid documents yet as of date and none will attend the scheduled Pre-Bid Conference. He then  
59 asked the End-User if there are any changes conducted with regards to the project's technical specifications,  
60 Engr. Sonjun O. Millares, Provisional Member responded that there were none.

61 With no further changes or modifications in the Technical Specifications of the project, the BAC  
62 Vice-Chairperson finally adjourned the meeting at exactly 2:00 PM.  
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64  
65 Prepared by:

66  
67   
68 **MARK ANTHONY B. OLIVA**  
69 Recording Secretary  
70

Certified correct:

71  
72 **VENUS C. SOLANO**  
73 Head BAC TWG – Secretariat  
74 


75  
76 Minutes approved by:

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78 **GILBERT V. ELEAZAR**  
79 BAC Chairperson

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81   
82 **ROQUE S. FRANCISCO**  
83 Vice-Chairperson

84  
85   
86 **JON LOUIE A. SANCHEZ**  
87 Regular Member

88   
89 **MELVIN B. MACARAIG**  
90 Regular Member

91   
92 **ARTURO M. MARCO**  
93 Regular Member

94  
95   
96 **SONJUN O. MILLARES**  
97 Provisional Member