
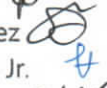
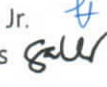
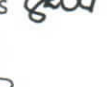




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8 **MINUTES OF MEETING OF THE PRE-BID CONFERENCE FOR THE PROJECT**  
9 **SUPPLY AND DELIVERY OF BRAND NEW DIESEL ELECTRIC GENERATING SETS FOR CAPILIHAN AND**  
10 **SAN FELIPE 2 PUMPING STATIONS (GOODS 2020-001)**  
11 HELD AT THE MNWD CONFERENCE ROOM ON FEBRUARY 26, 2020  
12

13 Attendance:

14  
15 **BIDS AND AWARDS COMMITTEE:**

16  
17 Engr. Gilbert V. Eleazar  - Chairperson  
18 Mr. Jon Louie A. Sanchez  - Vice-Chairperson  
19 Engr. Noel A. Martinez, Jr.  - Member  
20 Engr. Sonjun O. Millares  - Member  
21 Mr. Arturo M. Marco  - Member  
22 Engr. Ronald G. Rada  - Provisional Member  
23

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

25  
26 Ms. Venus C. Solano  - TWG Head  
27 Mr. Teejay Altair A. Tormes  - TWG Vice-Head  
28 Ms. Sharmaine E. Bracia  - TWG Member  
29 Mr. Mark Anthony B. Oliva  - BAC Secretariat  
30

31 **BIDDERS' AUTHORIZED REPRESENTATIVE:**

32  
33 Mr. Keith Segura - Trade Venture International  
34 Mr. Antonio C. Delos Santos, Jr. - RJM Agro Machineries  
35

36 **OBSERVERS' AUTHORIZED REPRESENTATIVE:**

37  
38 None  
39

40  
41 There being a quorum, the meeting was called to order by the BAC Chairperson,  
42 Engr. Gilbert V. Eleazar, at exactly 2:00 PM.  
43

44  
45 **BUSINESS OF THE MEETING**  
46

47 The BAC Chairperson requested the BAC Secretariat to read the attendance and welcomed the  
48 Committee Members in the Pre-Bid Conference for the project Supply and Delivery of Brand New Diesel  
49 Electric Generating Sets for Capilihan and San Felipe 2 Pumping Stations (GOODS 2020-001) with an  
50 Approved Budget for the Contract (ABC) of **TWO MILLION TWO HUNDRED THOUSAND PESOS (Php**  
51 **2,200,000.00)** Only. Delivery of goods is required within Ninety (90) Calendar Days. He further stated that  
52 the Invitation to Bid (ITB) was posted in the Philippine Government Electronic Procurement System  
53 (PhilGEPS), MNWD Website, and Bulletin Board from February 19 to March 9, 2020. An invitation was also  
54 served to the observers, namely: Commission on Audit (COA), Metro Naga Chamber of Commerce and  
55 Industry (MNCCI), and Naga City People's Council (NCPC), however, no observers attended said scheduled  
56 Pre-Bid Conference.  
57

58 The BAC Chairperson thereafter announced to the body that there is one (1) prospective bidder  
59 who have purchased bid documents as of date. The BAC Chairperson then proceeded and asked Mr. Keith  
60 Segura and Mr. Antonio C. Delos Santos, Jr., authorized representatives of Trade Venture International and

61 RJM Agro Machineries, respectively, if they are familiar with the public bidding procedures, including the  
62 preparation and submission of the bidding documents, and the bidder's authorized representatives  
63 answered in affirmative. Nevertheless, the BAC Chairperson informed them that the MNWD BAC is following  
64 a Two-Envelope System: the first envelope contains the Eligibility requirements in four (4) copies – one  
65 original and three extra copies and the Technical Documents containing the same number of copies. The  
66 second envelope contains the Financial Documents, also in four (4) copies. The BAC Chairperson said that  
67 these required documents are already stated in the bidding documents.  
68

69 The BAC Chairperson proceeded and gave the table to Engr. Ronald G. Rada, Provisional Member  
70 to discuss the Technical Specifications of the project. Engr. Rada explained in detail the technical  
71 specifications of the Brand New Diesel Electric Generating Sets for Capilihan and San Felipe 2 Pumping  
72 Stations, including the requirements of the End-User. The BAC Chairperson asked the bidder's authorized  
73 representatives if there are any clarification they would like to ask, Mr. Delos Santos then asked if there are  
74 any brand/s preferred and if the trailer mount is fixed on the ground. Engr. Rada responded that there is no  
75 specific brand required for the Generator Sets, as long as it complies with the Technical Specifications  
76 indicated in the bidding documents. With regards to the trailer mount, Engr. Rada stated that it must be a  
77 four-wheeled trailer mount, and Mr. Delos Santos concurred.  
78



79 The BAC Chairperson asked the bidder's authorized representatives if there are further clarifications  
80 they would like to ask, and the latter answered in the negative. He then thanked the prospective bidder's  
81 authorized representatives for their participation and afterward excused them from the meeting.  
82

83 With no further changes or modifications in the Technical Specifications of the project, the BAC  
84 Chairperson temporarily adjourned the meeting at exactly 2:20 PM.  
85

86 Prepared by:

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91 **MARK ANTHONY B. OLIVA**  
92 Recording Secretary

Certified correct:

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104 **VENUS C. SOLANO**  
105 Head BAC TWG/Secretariat  
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Minutes approved by:

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112   
113 **GILBERT W. ELEAZAR**  
114 BAC Chairperson

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103   
104 **JON LOUIE A. SANCHEZ**  
105 Vice-Chairperson

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

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109 **SONJUN O. MILLARES**  
110 Regular Member

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109 **ARTURO M. MARCO**  
110 Regular Member

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114 **RONALD G. RADA**  
Provisional Member