

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 **SUPPLY AND DELIVERY OF VARIOUS PIPES AND FITTINGS FOR LEAK REPAIRS (GOODS 2020-003)**  
10 HELD AT THE MNWD CONFERENCE ROOM ON SEPTEMBER 15, 2020  
11

12 Attendance:

13  
14 **BIDS AND AWARDS COMMITTEE:**

15  
16 Mr. Jon Louie A. Sanchez - Chairperson (On-Leave)  
17 Engr. Noel A. Martinez, Jr. *NA* - Vice-Chairperson  
18 Engr. Sonjun O. Millares *SM* - Member  
19 Mr. Arturo M. Marco *AM* - Member  
20 Mr. Edgardo A. Ayao *EA* - Member  
21 Mr. Bernardo C. Francisco, Jr. *BCF* - Provisional Member  
22

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

24  
25 Ms. Venus C. Solano *VS* - TWG Head  
26 Mr. Teejay Altair A. Tormes *TAT* - TWG Vice-Head  
27 Ms. Sharmaine E. Bracia *SB* - TWG Member  
28 Ms. Sheila C. Esquejo *SE* - TWG Member  
29 Mr. Mark Anthony B. Oliva *MO* - BAC Secretariat  
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31 **BIDDERS' AUTHORIZED REPRESENTATIVE:**

32 None  
33

34 **OBSERVERS' AUTHORIZED REPRESENTATIVE:**

35 None  
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39

40 There being a quorum, the meeting was called to order by Engr. Noel A. Martinez, Jr., BAC Vice-  
41 Chairperson in lieu of the BAC Chairperson, Mr. Jon Louie A. Sanchez, at exactly 1:42 PM.  
42

43  
44 **BUSINESS OF THE MEETING**

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46 The BAC Vice-Chairperson requested the BAC Secretariat to read the attendance and welcomed the  
47 Committee Members in the Pre-Bid Conference for the project Supply and Delivery of Various Pipes and  
48 Fittings for Leak Repairs (GOODS 2020-003) with an Approved Budget for the Contract (ABC) of **ONE**  
49 **MILLION FOUR HUNDRED EIGHT THOUSAND EIGHT HUNDRED FORTY PESOS (Php 1,408,840.00)**  
50 Only. Delivery of goods is required within Thirty (30) Calendar Days. He further stated that the Invitation to  
51 Bid (ITB) was posted in the Philippine Government Electronic Procurement System (PhilGEPS), MNWD  
52 Website, and Bulletin Board from September 8 to 28, 2020. An invitation was also served to the observers,  
53 namely: Commission on Audit (COA), Metro Naga Chamber of Commerce and Industry (MNCCI), and Naga  
54 City People's Council (NCPC), however, no observers attended said scheduled Pre-Bid Conference.  
55

56 The BAC Vice-Chairperson thereafter announced to the body that no prospective bidder had  
57 purchased bid documents yet as of the date, and none will attend the scheduled Pre-Bid Conference. He  
58 then asked Mr. Bernardo C. Francisco, Jr., BAC Provisional Member to present the project's specifications.  
59 Mr. Francisco then explained in details using a PowerPoint presentation the specifications of the goods to

60 be procured. He added that the Water Distribution and Restoration Division (WDRD) requires the following  
61 requirements for pipes and fittings, and adopted the same for their request, to wit:

- 62 (a) All G.I. Fittings should be Internally and Externally Zinc Coated, Smooth Finished and Schedule
- 63 40;
- 64 (b) Body Markings of Fittings shall show the Size of Fitting and the Manufacturer's Trademarks;
- 65 and
- 66 (c) All Threads are tapered and Right Handed (ISO 7); (d) For Additional descriptions and
- 67 specifications, please refer to the attached pictures/illustrations.
- 68
- 69


70 The BAC Vice-Chairperson then asked the End-User if there are any changes with regards to the  
71 project's technical specifications, Mr. Francisco answered in the negative.

72  
73 With no further changes or modifications in the Technical Specifications of the project, the BAC  
74 Vice- Chairperson adjourned the meeting at exactly 2:00 PM.

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76  
77 Prepared by:

78  
79   
80 **MARK ANTHONY B. OLIVA**  
81 BAC Secretary

Certified correct:

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83   
84 **VENUS C. SOLANO**  
85 Head BAC TWG/Secretariat

86 Minutes approved by:

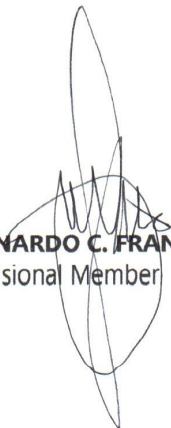
87  
88 (ON-LEAVE)  
89 **JON LOUIE A. SANCHEZ**  
90 BAC Chairperson

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92   
93 **NOEL A. MARTINEZ, JR.**  
94 Vice-Chairperson

95   
96 **SONJUN O. MILLARES**  
97 Regular Member

98   
99 **ARTURO M. MARCO**  
100 Regular Member

101   
102 **EDGARDO A. AYAO**  
103 Regular Member

104   
105 **BERNARDO C. FRANCISCO, JR.**  
Provisional Member