

Republic of the Philippines
 Calamba Water District
 Lakeview Subd., Halang, Calamba City
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**Minutes of the Pre-Bid Conference for the
 Supply and Delivery of Various Office Equipment,
 Furniture and Fixtures of Different Departments
 (Bidding) (CWD 40-2020)
 (Php 1,715,617.00)**

Present were:

MR. EDWIN L. CARTAGO	----	BAC Chairman
ENGR. JOSELITO A. GILLERA	----	BAC Vice Chairman
MS. REMEDIOS L. MARFORI	----	BAC Member
MS. MERCEDES A. CARREON	----	BAC Member
MS. MARIA CARMELA M. ELEPAÑO	----	BAC Member
ENGR. ELIZALDY O. NOVILLOS	----	BAC Member
MR. CEFERINO O. LEGASPI	----	TWG Head
MR. RONNIE G. SIERVA	----	BAC Secretariat Head

Absent

MS. BEVERLY JOY B. ACIERTO	----	BAC Secretariat Member
MR. ANATOLIO C. MAIQUEZ	----	CWD Association

End-user/s:

MR. EMMANUEL T. SALVADOR	----	Administrative Department
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Bidder/s:

1. Ms. Charito Mujer	----	Ladymaine Enterprises
2. Ms. Merilyn Senica	----	Ladymaine Enterprises

1. **BUSINESS MATTERS:**

2. There being a quorum, the pre-bid conference for Supply and Delivery of Various Office
3. Equipment, Furnitures and Fixtures of Different Departments (Bidding) (CWD 40-
4. 2020) started at exactly 02:21pm on December 2, 2020, at the 2nd Floor of CWD Warehouse
5. Building, Lakeview Subdivision, Halang, Calamba City, Laguna.
6. Since the Chairman came in late, Engr. Gillera, being the Vice Chairman, presided the
7. meeting.
8. The presence of the prospective bidders were acknowledged by the Vice Chairman. He also
9. announced the presence of a quorum since all members were present.
10. The body was told that an original copy and three (3) copies of the original documents
11. marked as copy 1 ,2 and 3 with signature of the authorized representative on all pages of the
12. documents must be submitted.
13. In addition, it was stated that similar projects should be within the recent one year and
14. that it must be at least 50% of the ABC.
15. On the airconditioning units, it was mentioned that the warranty documents and manuals
16. should be submitted upon award.
17. For items 3 & 4, it was cited that a complete specification should be provided whether
18. it will include installation or not.
19. For items 8, 9, 12, 13, 14, 15, 16 and 27, it was told that end-users will be requested to
20. provide specifications.
21. It was noted that the total cost shall be the basis of financial offer.
22. There being no other matters to be discussed, the pre-bid conference for the Supply and
23. Delivery of Various Office Equipment, Furnitures and Fixtures of Different
24. Departments (Bidding) (CWD 40-2020) was adjourned at exactly 03:05pm.

25. I hereby certify to the correctness of the foregoing minutes.



RONNIE G. SIERVA
BAC Secretariat Head

Noted by:



ENGR. JOSELITO A. GILLERA
BAC Vice Chairman