

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 Pneumonia Vaccine (CWD 01-2021) (ABC Php 1,021,500.00)

Present were:

ENGR. JOSELITO A. GILLERA	----	BAC Chairman
ENGR. ELIZALDY O. NOVILLOS	----	BAC Vice Chairman
MS. MARIA CARMELA M. ELEPAÑO	----	BAC Member
MS. JULIANA S. HACA	----	BAC Member
MR. EMANUEL B. CAPULONG	----	TWG Head
MR. RONNIE G. SIERVA	----	BAC Secretariat Head
MS. BEVERLY JOY B. ACIERTO	----	BAC Secretariat Member

On seminar:

ENGR. ROLANDO V. BARO	----	BAC Member
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Absent

MR. ANATOLIO C. MAIQUEZ	----	CWD Association
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End User/s:

MS. JENNIFER M. ANTE	----	Administrative Department
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Bidder/s:

1. Mr. Arieston Aurellana	----	Ava Meds Drug Distribution
2. Ms. Rialyn Salmorin	----	Distribution Solutions Phils., Inc.
3. Ms. Katrine Caparas	----	Auspicia Inc.

1. I. BUSINESS MATTERS:

2. There being a quorum, the pre-bid conference for the Supply and Delivery of Pneumonia
3. Vaccine (CWD 01-2021) started at exactly 01:38pm on February 4, 2021, at the 2nd Floor of

4. CWD Warehouse Building, Lakeview Subdivision, Halang, Calamba City, Laguna
5. Ms. Acierto led the Prayer asking for Divine Guidance.
6. **II. MEETING PROPER:**
7. Engr. Gillera being the BAC Chairman presided the meeting.
8. The prospective bidders were acknowledged by the Chairman. The BAC officers, members,
9. and end-user were introduced as well.
10. The body was informed that invitations were sent to the Commission on Audit – Water
11. District Group, Laguna Chamber of Commerce and Industry, and Philippine Medical
12. Association to act as observers to the proceedings but no-one attended the meeting.
13. Engr. Gillera also mentioned prospective bidders recorded at the Philgeps DRL.
14. It was emphasized that only one (1) original copy in separate envelopes will be submitted for
15. the eligibility & technical components and that of the financial component. It was cited
16. further that the procuring entity may still request additional copies, either hard or soft copy,
17. of these documents.
18. It was also explained that the Lowest Calculated Bid (LCB) will be evaluated first. In case of
19. non-compliance of the LCB, the second LCB will be evaluated next and so forth.
20. With regards to contract agreements, it was clarified that notarial will be done only by the
21. CWD legal counsel and that notarial fee will be at one percent (1%) of the ABC.
22. The body later discussed the list of documents to be submitted. Engr. Gillera thereafter
23. stressed that a pass/fail criteria is strictly being observed by the BAC; that any missing
24. document is a ground for disqualification. It was mentioned that the official signatory of the
25. bidding company or its representative shall no longer be required to sign each and every page
26. of these documents.
27. On the other hand, it was noted that the schedule of vaccination will be coordinated by the

- 28. winning bidder to the end-user.
- 29. There being no other matters to be discussed, the pre-bid conference for the Supply and
- 30. Delivery of Pneumonia Vaccine (CWD 01-2021) was adjourned at exactly 02:21pm.
- 31. I hereby certify to the correctness of the foregoing minutes.

Beverly
BEVERLY JOY B. ACIERTO
BAC Secretariat Member

Noted by:

Joelito A. Gillera
ENGR. JOSELITO A. GILLERA
BAC Chairman