

Republic of the Philippines  
 Calamba Water District  
 Lakeview Subd., Halang, Calamba City  
 Tel Nos. (049) 545-1614; (049) 545-2863  
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 E-mail address: cwd\_bac@yahoo.com

**Minutes of the Pre-Bid Conference for the  
 EVENT MANAGEMENT SERVICE FOR THE 42<sup>ND</sup>  
 FOUNDING ANNIVERSARY OF CALAMBA  
 WATER DISTRICT (SVP) (CWD 36-2018)  
 (ABC Php220,000.00)**

**Present were:**

ENGR. JOSELITO A. GILLERA	----	BAC Chairman
MS. MERCEDES A. CARREON	----	BAC Member
MS. CARMELA M. ELEPAÑO	----	BAC Member
MS. GONZALA C. MANE	----	BAC Member
ENGR. ELIZALDY O. NOVILLOS	----	TWG Head
MR. RONNIE G. SIERVA	----	BAC Secretary

**Absent:**

MS. REMEDIOS L. MARFORI	----	BAC Vice Chairman
MR. ALEX ESPIEL	----	CWD Association

**End User/s:**

1. MR. NOEL CAPULONG	----	Special Events Committee
2. MS. JEWEL PRECILLA	----	Special Events Committee

**Bidder/s**

1. MS. EMMA R. DELOS SANTOS	----	CDLS Homestyle Cooking
2. MS. JONA MICA T. CALDERON	----	CDLS Homestyle Cooking

**1. I. BUSINESS MATTERS:**

1. There being a quorum, the Pre-Bid Conference for the **Event Management Service for the**
2. **42<sup>nd</sup> Founding Anniversary of Calamba Water District (SVP) (CWD 36-2018)** was


3. called to order at exactly 01:34 P.M on August 14, 2018, at the 2<sup>nd</sup> Floor of CWD Warehouse
4. Lakeview Subdivision Halang Calamba City.
5. The Members of the Bids and Awards Committee and the representatives from the Special
6. Events Committee being the end user were introduced by the BAC Chairman.
7. The present bidders were likewise acknowledged by the Chairman.
8. **MEETING PROPER:**
9. The documentary requirements such as Philgeps Certificate of Platinum Membership, Latest
10. Six (6) Months Income and Business Tax Payments and Omnibus Sworn Statement were
11. discussed by Engr. Gillera.
12. It was clarified that the present bidder is the sole proprietor of the business.
13. Ms. Delos Santos has inquired if there is a detailed costing of the project.
14. It was agreed that the terms of payment is 50% down payment and the remaining balance
15. will be paid after the event.
16. The Chairman has explained that a bid bulletin will be send to the prospective bidder
17. regarding the amendments on the terms of reference particularly on the date of the event
18. which is September 7, 2018, and the tokens will be in kind.
19. It was emphasized that a sample of the token must be presented on the opening of quotation
20. or before the contract signing.
21. The prospective bidder was also reminded that the quotation must not exceed the approved
22. budget for the contract.



23. There being no other matters to be discussed, the Pre-Bid Conference for the Event

24. Management Service for the 42<sup>nd</sup> Founding Anniversary of Calamba Water District

25. (SVP) (CWD 36-2018) was adjourned at exactly 02:16 PM.

  
**RONNIE G. SIERVA**  
BAC Secretary

Noted by:

ENGR. JOSELITO A. GILLERA  
MS. MARICELITA A. CARRON  
MS. CAMILA M. ELEPANO

  
**ENGR. JOSELITO A. GILLERA**  
BAC Chairman

--- BAC Chairman  
--- BAC Member  
--- BAC Member  
--- BAC Member  
--- TWG Head  
--- BAC Secretary

MS. REMEDIOS L. MARICORI  
MR. ALEX ESPIL

--- BAC Vice Chairman  
--- CWD Association

Food User:

- 1. MR. NOEL CARILONG
- 2. MS. JEWEL PRECILLA

--- Special Events Committee  
--- Special Events Committee

Bidders:

- 1. MS. EMMA R. DELOS SANTOS
- 2. MS. JENIA NICA Y. CALDERIN

--- CDLS Homestyle Cooking  
--- CDLS Homestyle Cooking

Cc: OGM \_\_\_\_\_

- 1. BUSINESS MATTER
- BOD \_\_\_\_\_

- 1. There being a quorum, the Pre-Bid Conference for the Event Management Service for the
- 2. 42<sup>nd</sup> Founding Anniversary of Calamba Water District (SVP) (CWD 36-2018) was