

Republic of the Philippines
 Calamba Water District
 Lakeview Subd., Halang, Calamba City
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**Minutes of the Pre-Bid Conference for the
 Design and Construction of the Calamba Water
 District Main Building Multi-Purpose Roof Deck and
 Roofing with Solar Panel (Bidding) (CWD 20-2020)
 (ABC Php 4,521,411.91)**

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 Secretary

End User/s:

1. Mr. Emmanuel T. Salvador	----	GSD – Administrative Department
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Bidder/s:


1 Engr. Patrick S. Taguilaso	----	UCCUPREAR Const. Corporation
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1. **BUSINESS MATTERS:**

2. There being a quorum, the **pre-bid conference for the Design and Construction of the**
3. **Calamba Water District Main Building Multi-Purpose Roof Deck and Roofing with**
4. **Solar Panel (Bidding) (CWD 20-2020)** started at exactly 09:35am on May 28, 2020, at the
5. 2nd Floor of CWD Warehouse Building, Lakeview Subdivision Halang Calamba City,
6. Laguna.

7. Mr. Edwin Cartago being the Chairman presided the meeting.
8. The prospective bidders listed in the Philgeps documentary request list were mentioned by
9. the Chairman.
10. It was also noted that invitations were sent to the Commission on Audit – Water District
11. Group, Laguna Chamber of Commerce and Industry and Philippine Institute of Civil
12. Engineers to act as observers to the proceedings but no-one attended the meeting.
13. On the other hand, the present prospective bidder was acknowledged by the Chairman. The
14. BAC Officers and Members together with the end user were introduced as well.
15. The Chairman has emphasized that late bids will not be accepted; that one (1) original copy
16. and three (3) copies of the original documents must be submitted; and that a pass/fail criteria
17. is strictly being observed by the BAC.
18. The body was also enlightened that with the new rules under RA 9184, any prospective
19. bidder who wish to attend a prebid conference may do so even without purchasing a copy of
20. the bidding documents yet.
21. Mr. Cartago has also explained that unsigned page of the submitted documents and/or any
22. lacking documentary requirement/s or missing copy are ground for immediate
23. disqualification.
24. It was likewise made clear that any clarifications must be submitted to the BAC in writing
25. within the prescribed allowable time.
26. The Chairman has reiterated that one (1) original and three (3) copies of the original
27. documents must be submitted; that all pages of the submitted documents must be signed by
28. the authorized representative.
29. The post qualification documents under clause 28.2 of the Bid Data Sheet were likewise
30. discussed.

31. The prospective bidder was also reminded to check the validity/expiration of the documents
32. that will be submitted.
33. The mandatory requirements stated under clause 12 of the Instruction to Bidders were
34. mentioned too.
35. Additionally, the body was notified that the prospective bidder shall prepare the Bill of
36. Quantities corresponding to their financial proposal.
37. Furthermore, it was discussed that prospective bidders may get the clear copies of the
38. perspective drawing and roof deck floor plan from the end user.
39. The color of the solar panels on the other hand will be discussed with the end user upon
40. award of the project.
41. Moreover, it was mentioned that condensing units shall be placed at the back of the building
42. and that necessary permits shall be processed and shouldered by the winning bidder.
43. There being no other matters to be discussed, the **pre-bid conference** for the **Design and**
44. **Construction of the Calamba Water District Main Building Multi-Purpose Roof Deck**
45. **and Roofing with Solar Panel (Bidding) (CWD 20-2020)** was adjourned at exactly
46. 10:20am.
47. I hereby certify to the correctness of the foregoing minutes.


RONNIE G. SIERVA
BAC Secretary

Noted by:


MR. EDWIN L. CARTAGO
BAC Chairman