

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 OF LABOR FOR SERVICE
 CONNECTION INSTALLATION (BIDDING)
 (CWD 03-2019) (ABC Php 2,403,667.98)**

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. CARMELA M. ELEPAÑO	----	BAC Member
ENGR. ELIZALDY O. NOVILLOS	----	TWG Head
MR. RONNIE G. SIERVA	----	BAC Secretary

Absent:

MR. ALEX ESPIEL	----	CWD Association
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End User:

ENGR. RANELY S. CARTAGO	----	Engineering Department
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Bidder/s:

1. MR. JONEL SISON	----	GJP Builders Enterprises
2. MS. PRINCESS ANNE EDROZO	----	GJP Builders Enterprises
3. MR. JOSE S. GALICIA JR	----	Before Thirty-Three Construction and Trading
4. MR. MARK EDIS L. CORTEZ	----	Before Thirty-Three Construction and Trading

1. I. BUSINESS MATTERS:

1. There being a quorum, the **pre-bid conference** for the **Supply of Labor for Service**
2. **Connection Installation (Bidding) (CWD 03-2019)** started at exactly 01:15PM on MARCH
3. 5, 2019, at the 2nd Floor of CWD Warehouse Building, Lakeview Subdivision Halang

4. Calamba City, Laguna.

5. Mr. Edwin L. Cartago being the BAC Chairman presided the meeting.

6. **II. MEETING PROPER**

7. The prospective bidders as well as the end user were acknowledged by the BAC Chairman.

8. The Members and Officers of the BAC were also introduced.

9. It was mentioned that observers from Commission on Audit, Laguna Chamber of

10. Commerce and Industry and Philippine Institute of Civil Engineers were invited but none of

11. them attended the meeting.

12. In addition, it was discussed that the ABC is Php 2,403,667.18, that the duration of the

13. project is until December 31, 2019, that the scope of works and drawings are included in the

14. bidding documents and that the opening of bids is on March 18, 2019 @ 1:00pm.

15. On the other hand, the prospective bidders were reminded that they are required to purchase a

16. copy of the bidding documents before they can submit their bids.

17. It was emphasized that additional inquiries should be made in writing within three (3) days

18. after the pre-bid conference.

19. In addition, the BAC Chairman has explained that a bid bulletin will be issued by the

20. BAC if so required.

21. It was cited that the projected number of connections was identified in the issued

22. bill of quantities. On the other hand, in case of any variations during the actual installation,

23. necessary adjustments will be made by the Procuring Entity.

24. Clarifications were also made with the types of connections as per attached drawings.

25. The prospective bidders were notified as well that the basis of installations is the issued job

26. orders.

27. The BAC Chairman has advised the prospective bidder from Pampanga that in the event that
28. the project is awarded to them, they will be required to assign at least two (2) personnel on-
29. standby in Calamba.
30. It was also explained that the Supply of Labor for Service Connection Installation is a pilot
31. project of Calamba Water District. Its success will determine the possibility of future
32. outsourcing of other similar projects.
33. It was pointed out that late bids will not be accepted.
34. The Chairman has suggested submitting the required documents ahead of the scheduled
35. opening of bids to avoid late submission.
36. It was also clarified that all pages of the submitted documents must be signed by the
37. authorized representative and that one (1) original and three (3) copies of the original
38. documents must be submitted.
39. It was reiterated by the Chairman that additional inquiries should be made in writing within
40. three (3) days after the pre-bid conference.
41. In addition, it was mentioned that the 2016 Revised Implementing Rules and Regulations of
42. 9184 is the basis of the Procuring Entity.
43. Engr. Gillera has further informed that the basis of the financial proposal must be based in
44. the number of units indicated in the bill of quantities.
45. Moreover, the process of computing the Net Financial Contracting Capacity was discussed.
46. Once again, the prospective bidders were reminded that pass/fail criteria will be observed,
47. And that any missing document is a ground for disqualification.

48. There being no other matters to be discussed, the **pre-bid conference** for the **Supply of**

49. **Labor for Service Connection Installation (Bidding) (CWD 03-2019)** was adjourned at

50. exactly 01:55PM.

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


RONNIE G. SIERVA
BAC Secretary

Noted by:


MR. EDWIN L. CARTAGO
BAC Chairman

Cc: OGM _____

BOD _____