



Santa Maria

WATER DISTRICT

MINUTES OF THE PRE-BID CONFERENCE

PROJECTS: "SUPPLY AND DELIVERY OF AIR RELEASE VALVES, GATE VALVES AND BUTTERFLY VALVES REQUIREMENTS OF THE SMWD FOR CY 2020".

"SUPPLY AND DELIVERY OF CAST IRON (CI) AND DUCTILE IRON (DI) FITTINGS REQUIREMENTS OF THE SMWD FOR CY 2020".

"SUPPLY AND DELIVERY OF HDPE AND PLASTIC FITTINGS REQUIREMENTS OF THE SMWD FOR CY 2020".

Venue: SMWD Operation Department's Office, Farmacia Emilia, J.P. Rizal St., Poblacion, Santa Maria, Bulacan

Date & Time: July 01,2020 at 10:00 A.M.

ATTENDEES:

1. BAC MEMBERS:

ENGR.EMMANUEL ENRICO A. DE VERA- CHAIRMAN
ENGR.GERSON L. FRANCISCO-TECHNICAL
Ms. MARY DIANA S. DELA CRUZ-CPA-LEGAL
Ms. MARIA LEONORA S. ROMARATE-ADMIN
Mr. MARK LACKIE D.J. PORCIUNCULA-END USER

2. BAC SECRETARIAT:

Ms. MARICHU Y. FERRER
Ms. CHARITO S. FERNANDO

3. PROSPECTIVE BIDDERS:

Mr. RICKY E. BACASMO-FANM ENTERPRISES
Mr. RENANTE R. NAVAT-HDR PLASTIC MANUFACTURING CORP.
Mr. NEIL VINCENT LEVIN-HYDRO PHIL.ASIA, INC.

The Pre-Bid conference started at 10:00AM. Before the meeting starts, the Chairman introduced himself as well as the Bids and Awards Committee (BAC) Members and BAC Secretariat. The Chairman also acknowledged the presence of the two (2) prospective bidders. Mr. Renante R. Navat from HDR Enterprises for the project "Supply and Delivery of HDPE Tubing and Plastic Fittings requirements of the SMWD for CY 2020" and Mr. Ricky E. Bacasmo from FANM Enterprises for the project "Supply and Delivery of Air Release Valves, Butterfly and Gate Valves requirement of the SMWD for CY 2020". No bidder attended for the project for "Supply and Delivery of CI and DI Fittings requirement of the SMWD for CY 2020".

The BAC Chairman stated that this Pre-bid conference is more on clarifying matters about the project and bidding documents. The Chairman added that Bidding documents are downloadable from the PhilGEPS and SMWD website and he assumed bidding documents have already been read by the prospective bidders. The Chairman then opened the floor for any questions and clarifications.



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QUERIES AND CLARIFICATIONS:

Mr. Navat of HDR Enterprises had no questions regarding the bid docs. While, Mr. Bacasmo of FANM Enterprises asked about the operating type of a butterfly valve and it was lever type as answered by Engr. Francisco. BAC Chairman also reminded the bidders for their strict compliance on the specifications and date of delivery as common reasons for disqualification of the bidder during the post qualification. Ma'am Romarate announced the schedule of the delivery, and as pointed out, delivery should be done as per purchase order (PO) due to small capacity of the warehouse.

BAC Chairman also mentioned about the release of supplemental bid bulletin for the actual cutaway sample or cutaway model of the smallest size Gate Valve, Butterfly Valve and Air Release Valve upon submission of bid. The Supplemental Bid Bulletin will be posted to SMWD Website.

Mr. Navat also asked about the submission and payment of bidding documents. The BAC Secretariat said that the bidder shall follow the instruction in the bid data sheet and bidding documents shall be paid prior to submission at SMWD headquarters' office, and that copy of the official receipt shall be presented to the BAC secretariat upon submission of the bidding documents.

No more queries asked, the meeting was adjourned at 10:50 am. After some time, another prospective bidder for the project "Supply and Delivery of HDPE Tubing and Plastic Fittings" came. Mr. Neil Vincent Levin of Hydro Phil.Asia, Inc. apologized for coming late because of heavy traffic. The Chairman then reopened the motion for clarifications.



Mr. Levin asked about the process of the bid opening since we are under quarantine. BAC Chairman answered that the prospective bidders ~~are not~~ require to attend the bid opening, whoever wants to witness the opening will still allow and the BAC will be implementing the protocols for the bid opening and the safety procedures. Mr. Levin also asked about the process if ever they won the project and they failed to comply with the scheduled delivery. The Chairman said that for instance things like this happened; the company should submit a letter informing the delay of their delivery or unable to comply the schedule of delivery.

Again, BAC Chairman reminded the prospective bidder to strictly follow the technical specifications, completeness of documents and timeliness of delivery.

The BAC Chairman asked if there are still other queries they would like to discuss, and there are no other queries, the Pre-bid conference was put to a close at 11:45AM.

"The minutes of the pre-bid conference shall be prepared not later than five (5) calendar days after the pre-bid conference, and shall be made available to a prospective bidder not later than five (5) days upon written request of the bidder".

Prepared by:


Marichu Y. Ferrer & 
Charito S. Fernando
BAC Secretariat







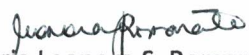

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Attested by:


Engr. Gerson L. Francisco
BAC Member-Technical

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Mary Diana S. Dela Cruz, CPA
BAC Member-Legal

 7/3/2020
Maria Leonora S. Romarate
BAC Member-Admin

 07/03/2020
Mark Lackie D.J. Porciuncula
BAC Member-End User


Engr. Emmanuel Enrico A. De Vera
BAC Chairman