



*Republic of the Philippines*  
**ZAMBOANGA CITY WATER DISTRICT**  
Pilar St., Zamboanga City

**EXCERPTS FROM THE MINUTES OF THE PRE-BID CONFERENCE UNDER PUBLIC BIDDING FOR PURCHASE REQUISITION NO. 18-0260 – SUPPLY & DELIVERY OF RAPID TEST KIT FOR TOTAL COLIFORM/E. COLI (100 Spls) FOR LABORATORY USE HELD AT THE 3<sup>RD</sup> FLOOR, BAC ROOM, MAIN BUILDING, PILAR STREET, THIS CITY ON OCTOBER 9, 2018**

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**Present were:**

<b>Michael Angelo M. Carbon</b>	-	<b>Chairperson</b>
<b>Louella A. Aguilera</b>	-	<b>Vice-Chairperson</b>
<b>Atty. Vincent F. Fernandez</b>	-	<b>Regular Member</b>
<b>Efren C. Salvacion</b>	-	<b>Regular Member</b>
<b>David C. Capopez</b>	-	<b>Regular Member</b>
<b>Tedilito R. Sarmiento</b>	-	<b>End-user</b>
<b>Jennifer P. Sison</b>	-	<b>Head, BAC Secretariat</b>

**Bidder Representatives:**

<b>Roderick Aguidan</b>	-	<b>representing Microgenetix. Inc.</b>
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**Minutes Meeting No. 2018-10-09**  
**Series of 2018**

**Part I. Call to Order**

Upon determination of a quorum the meeting was called to order by the BAC Chairperson at 2:00 pm.

**Part II. Business Matters**

- A. Pre-Bid Conference under Public Bidding for Purchase Requisition No. 18-0260 – Supply & Delivery of Rapid Test Kit for Total Coliform/E. Coli (100 Spls) for laboratory use**
1. Chairperson Carbon said that the Approved Budget Cost (ABC) is Five Hundred Thousand Pesos (Php 500,000.00).

2. It was discussed that end-user Tedilito Sarmiento will provide the revised technical specifications for Rapid Test Kit including the itemization of complete set of accessories for Qualitative and Quantitative Analysis. A new Technical Specifications will be issued together with the Addendum.
3. Delivery Period shall be forty five (45) calendar days and this must be indicated in the Schedule of Requirements.
4. Request for extension shall be made prior to the expiry of 45-calendar day period.
5. Expiration period of chemicals involved shall be one (1) year upon receipt of the items.
6. Additional clarifications can be made within three (3) days after the pre-bid conference and must be in writing addressed to the BAC.
7. There having no other remaining topics for discussion relating to the procurement at hand, BAC proceeded with other matters on the agenda.

Prepared by:

  
**AMOR E. CONSTANTINO**  
BAC Secretariat - Member

Reviewed by:

  
**JENNIFER P. SISON**  
BAC Secretariat – Head

Noted by:

  
**MICHAEL ANGELO M. CARBON**  
BAC Chairperson