



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. 19-0208 – SUPPLY & DELIVERY OF 40’ DRY CONTAINER VAN FOR CAPITAL IMPROVEMENT PROJECT HELD AT THE 3RD FLOOR, BAC ROOM, ZCWD MAIN BUILDING, PILAR STREET, THIS CITY ON OCTOBER 3, 2019

Present were:

Michael Angelo M. Carbon	-	Chairperson
Atty. Vincent F. Fernandez	-	Regular Member
Efren C. Salvacion	-	Regular Member
Reynaldo R. Cabilin	-	Regular Member
Jennifer P. Sison	-	Head, BAC Secretariat

Minutes Meeting No. 2019-09-03-19-0208
Series of 2019

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. 19-0208 – Supply & Delivery of 40’ Dry Container Van for Capital Improvement Project

1. Letter of Invitation was sent to COA and observers, however no observers were present for the pre-bid conference.
2. Chairperson Carbon said that the Approved Budget Cost (ABC) is in the amount of Six Hundred Four Thousand Eight Hundred Pesos (P 604,800.00).
3. Chairperson Carbon inquired if the condition of the van would be brand new or refurbish, which end-user Mr. Cabilin said it is not brand new.
4. It was discussed that the specifications of the previous container van are: 20-footer, Class B, pre-fabricated container van office.
5. End-user Mr. Cabilin said that insulation is done by the procuring entity.

6. It was discussed that the unit must be refurbished with no major damage or holes, and must be painted with anti-rust.
7. End-user Mr. Cabilin said, normally, the warranty is one (1) year.
8. Although Chairperson Carbon expressed his concern with regard to wear and tear that might affect the dimension of the unit, it was still agreed that the dimension of the unit which is 12.192m x 2.438m x 2.591m will be retained.
9. It was agreed that the delivery period will be extended from 45 to 60 calendar days upon receipt of Notice to Proceed (NTP), as per request of end-user Mr. Cabilin. An addendum will be issued regarding this.
10. It was discussed that the delivery point will be at Cabatangan Lot instead of ZCWD Property Section, Motorpool, Pasonanca, Zamboanga City.
11. Cost of dismounting of the 40' Container Van shall be borne by the winning bidder.
12. 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