



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. 19-0226 – SIX (6) UTILITY WORKERS (12 MONTHS CONTRACT) TO BE UTILIZED AT THE SEWER SECTION HELD AT THE 3RD FLOOR, BAC ROOM, MAIN BUILDING, PILAR STREET, THIS CITY ON OCTOBER 22, 2019

Present were:

| | | |
|----------------------------|---|-----------------------|
| Michael Angelo M. Carbon | - | Chairperson |
| Atty. Vincent F. Fernandez | - | Chairperson |
| Efren C. Salvacion | - | Regular Member |
| David C. Capopez | - | Regular Member |
| Jaime Alvarez | - | End-user |
| Jennifer P. Sison | - | Head, BAC Secretariat |

Bidder Representatives:

| | | |
|------------------|---|--|
| Reynaldo Doroteo | - | representing Aloha Security & Investigation Agency Co. |
| Seanar Sy | - | representing Aloha Security & Investigation Agency Co. |

Minutes Meeting No. 2019-10-22-19-0226
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. 19-0226 – Six (6) Utility Workers (12 Months Contract) to be utilized at the Sewer Section

1. Chairperson Carbon said that the Approved Budget Cost (ABC) is in the amount of One Million One Hundred Thirty-Four Thousand Three Hundred Sixty Pesos (P 1,134,360.00).
2. Chairperson Carbon said that bid opening is on November 5, 2019.
3. Mr. Doroteo bidder representative from Aloha Security Agency said that 396.8 is the new/existing rate as per DOLE.
4. Chairperson Carbon inquired if there are minimum equipment requirements, which Mr. Doroteo from Aloha Security Agency answered that only Manpower Requirements are required as stipulated in the Terms of Reference (TOR).
5. Chairperson Carbon inquired with regard to Occupational Health and Safety (OHS), which Mr. Doroteo from Aloha Security said that it is conducted by DOLE. Mr. Doroteo said that it will request from the same to conduct the OHS.
6. Chairperson Carbon inquired as to the requirements of the procuring entity such as barrier, hard hats, vest, considering they [utility workers] work on the road, which end-user Engr. Alvarez said, it is provided by the Procuring Entity.
7. BAC Member Salvacion said that as per seminar in OHS, it is required from the contractor to provide, which Mr. Doroteo answered, depending on the agreement between the client and provider, if it is required in the TOR then we will provide.
8. Chairperson Carbon said, even without the requirement of the procuring entity, you supply your people with Personal Protective Equipment (PPE) for protection.
9. It was discussed that an Addendum will be issued regarding the following PPE which will be part of the requirement and it shall be at no cost to the Procuring Entity.
 - Reflectorized Vest – six (6) pcs
 - Hard hat – six (6) pcs
 - Rubber Boots – six (6) pairs
 - Rubber Gloves – seventy-two (72) pairs
10. 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