



*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. 19-0232 – SUPPLY & DELIVERY OF WATER METER INSERTS INTENDED FOR ½" ARAD MULTI-JET METER HELD AT THE 3<sup>RD</sup> FLOOR, BAC ROOM, ZCWD MAIN BUILDING, PILAR STREET, THIS CITY ON SEPTEMBER 26, 2019

---

Present were:

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

---

**Minutes Meeting No. 2019-09-26-19-0232**  
**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. 19-0232 – Supply & Delivery of Water Meter Inserts intended for ½" ARAD Multi-Jet Meter**

1. Letter of Invitation was sent to COA and observers, however no observers were present for the pre-bid conference.
2. No end-user and prospective bidders attended the pre-bid conference for this particular purchase requisition.
3. Chairperson Carbon said that the Approved Budget Cost (ABC) is in the amount of Two Million Forty-Seven Thousand Three Hundred Twenty Pesos (P 2,047,320.00)
4. It is noted that the complete specification for Flow Register were not included in the Technical Specifications and Schedule of Requirements. In the Addendum to be issued, it should be stated as:

- 11. Flow Register
  - ISO 4064-1 in Cubic Meters
  - Minimum of 4 Digits, Straight reading
- 5. Chairperson Carbon said, to also cite Section 18 (Reference to Brand Names) in the Addendum to be issued.
- 6. It was discussed that no samples will be required.
- 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