



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

MINUTES OF THE PRE-BID CONFERENCE UNDER PUBLIC BIDDING FOR PURCHASE REQUISITION NO. 20-0025 – SUPPLY & DELIVERY OF LIQUEFIED CHLORINE GAS FOR USE IN WATER TREATMENT HELD AT THE 3RD FLOOR, BAC ROOM, ZCWD MAIN BUILDING, PILAR STREET, THIS CITY ON MARCH 17, 2020

Present were:

Louella A. Aguilera	-	Vice-Chairperson
Atty. Vincent F. Fernandez	-	Regular Member
Efren C. Salvacion	-	Regular Member
David Capopez	-	Regular Member
Eric Salaritan	-	End-user
Jeanette B. Delos Santos	-	Member, BAC Secretariat

Minutes Meeting No. 2020-03-17-20-0025
Series of 2020

Part I. Call to Order

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

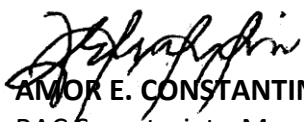
Part II. Business Matters

A. Pre-Bid Conference under Public Bidding for Purchase Requisition No. 20-0025 – Supply & Delivery of Liquefied Chlorine Gas for use in water treatment

1. Letter of Invitation was sent to COA and observers, however no observers were present for the pre-bid conference.
2. No prospective bidders attended the pre-bid conference for this particular purchase requisition.
3. Vice-Chairperson Aguilera said that the Approved Budget Cost is in the amount of One Million Five Hundred Seventy-Three Thousand Two Hundred Pesos (P 1,573,200.00).
4. Bid opening will be on March 31, 2020.
5. Similar contracts shall refer to Chemicals for Water Treatment.

6. Vice-Chairperson Aguilera read through the Specifications:
- a. 1 tonner cylinder – 12 cyls.
 - b. 68-kg. cylinder – 51 cyls.
- After Sales Service:
- Must provide technical assistance during leaks and/or emergency within 3 days after notice
 - Empty Cylinder tanks should be withdrawn during deliveries due to limited storage capacity at the Plant
 - Must provide tools and other appurtenances necessary for the operation
 - Must provide trainings to operators on the initial stage of operations
7. It was discussed that the statement “Must provide technical assistance during leaks and/or emergency within 3 days after notice” shall be revised to “Must provide technical assistance during leaks and/or emergency **within 5 days** after notice”
8. Period of Delivery: Staggered
1st Delivery:
4 cyls. for 1 ton cylinder
17 cyls. for 68 kg cylinder
30 days upon receipt of Notice to Proceed (NTP), succeeding deliveries shall be the same quantities 30 days after previous deliveries.
9. Vice-Chairperson Aguilera inquired if testing/certification, ISO will be required, to which End-user Mr. Salaritan answered in the negative.
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:


LOUELLA A. AGUILERA
BAC Vice-Chairperson