

1 POLOMOLOK WATER DISTRICT  
2 Polomolok, South Cotabato

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4 MINUTES OF THE PRE-BID CONFERENCE  
5 FOR THE CONSTRUCTION OF PERIMETER FENCE AT PUROK 4,  
6 BRGY. POLO, POLOMOLOK, SOUTH COTABATO  
7 19 January 2021, Conference Room, 2F Admin Building  
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9 I. ATTENDANCE

10	BAC Members	Position/Designation/Company
11		
12	1. Engr. Cecil D. Mirasol	- Chairman
13	2. Engr. Nicasio B. Espesor	- Vice Chairman
14	3. Marlene C. Cagata	- Member
15	4. Ana Sorita S. Alovera	- Member
16	5. Rosalita T. Dohina	- Member
17	Secretariat	
18	6. Myrna B. Belgado	
19	7. Madilyn P. Lapid	
20	8. Sheila Mae P. Manatad	
21	Technical Working Group	
22	9. Ronie G. Valencia	
23	10. Joeniel S. Asilo	
24	Observers	
25	11. Engr. Ricky C. Rañises	- POWDEA
26	End users	
27	12. Engr. Jexter D. Flores	- EOD
28	13. Erick M. Lacanaria	- EOD
29	Bidders/Suppliers/Representatives	
30	14. Rodel P. Singson	- SHEPPERD CONSTN. & SUPPLY
31	15. Angeline C. Alido	- TRENDSETTER C SUPPLY
32	16. Chesver Charles Galzote	- VERGUZ CONST. AND SUPPLY
33	17. Risty Karl Gallega	- COFEJOK CONSTRUCTION
34	18. Jerson Barber	- MINROCK
35	19. Julven Isagan	- LHE CONSTRUCTION
36	20. Chippy Doliguez	- TROPILAND ENETRPRISES
37	21. Catherine Diolaso	- KGD Builders
38	22. Franklin Hutba	- HVCI

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40 The Chairman objectively remarked that invitations to witness the pre-bid conference for  
41 the procurement of the above-mentioned project were sent to POWDEA, Mahintana Foundation,  
42 Commission on Audit (COA), Chamber of Commerce and PICE. Despite the absence of some  
43 observers, the pre-bid conference went as scheduled.  
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45 II. CALL TO ORDER

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47 The pre-bid conference was called to order at 1:30PM, presided by the BAC - Chairman,  
48 Engr. Cecil D. Mirasol.

49 III. INTENT AND PURPOSE OF PRE-BID CONFERENCE

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51 Should bidder/s have been present, BAC Chair Mirasol would have reiterated the following:

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53 1. The Pre-bid conference is conducted to address the bidder's questions on the technical  
54 and financial components of the project. If the bidder / representative fail to attend the  
55 pre-bid conference, the BAC assume that the bidder / representative fully understand the  
56 technical specifications required by the District.

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58 2. During the Opening of Bids "Pass or Fail" criteria will be strictly observed.

59

60 3. All submitted documents should be marked "Certified True Copy" and duly signed.

61

62 4. Disclose all completed projects supported with Contract, Certificate of Completion,  
63 Certificate of Acceptance.

64

65 5. Disclose on-going project projects supported with Notice of Award/ Notice to Proceed.  
66 Projects with NOA are already considered on-going project.

67

68 6. Failure to disclose all completed and on-going projects which may be found out later may  
69 result to the forfeiture of the bidder/s bid security or blacklisting.

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71 7. Bidders / representative still have 3 days after the pre-bid to clarify issues. After which,  
72 there should be no contact between the bidder and the procuring entity. The bidders /  
73 representatives were advised not just to email the Secretariat but to call the District.

74

75 8. Supplemental Bid Bulletin/s if there are any will be posted in the G-EPS.

76

77 9. The bidders / representatives were reminded to ensure compliance with the Technical  
78 Specifications not just indicate "complied" when not compliant at all.

79

80 10. The procuring entity prefers the use of A4 size with tabbing in all the documents for the  
81 Opening of Bids.

82

83 For Bid Bulletin

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85 1. The Affidavit of Site Inspection is not required as one of the eligibility requirements  
86 however, the bidders are encourage to visit the site.

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88 2. Section VI. Specifications

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90 E. CONCRETE AND MASONRY

91

92 Change "**Class B (1:2:4)** mortar filler and plaster" to "**Class B (1:4)** mortar filler and plaster"

93

94 Testing for concrete hollow blocks (machine or man-made) is through drop test method  
95 which will be conducted per batch of delivery. During the test, blocks will be randomly  
96 selected, lift the block at about one meter high and drop it on the ground. Concrete  
hollow blocks are expected to resist breakage or will show no sign of any cracks.

97 3. Corrected Invitation to Bid, Bid Data Sheet and Special Conditions of Contract will be  
98 attached.

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100 IV. ADJOURNMENT

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102 There were no other issues/concerns, the meeting adjourned at 2:03pm.

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104 I hereby certify to the correctness of the foregoing minutes.

105

106 Prepared by:

107

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110 **SHEILA MAE P. MANATAD**

111 Member - BAC Secretariat

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114 Approved by:

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118 **ENGR. CECIL D. MIRASOL**

119 BAC –Chairman