



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Agham Road, Diliman, Quezon City, 1104

**MINUTES OF THE PRE-BID CONFERENCE FOR THE PUBLIC BIDDING OF
ONE (1) YEAR DAILY SUPPLY OF PURIFIED DRINKING WATER WITH
DISPENSERS FOR THE OFFICE OF THE OMBUDSMAN (PB 2018-30)**

**APPROVED BUDGET FOR THE CONTRACT: ONE MILLION ONE HUNDRED
NINETY THREE THOUSAND TWO HUNDRED EIGHTY PESOS (PHP1,193,280.00)
November 16, 2018, Hearing Room, 1:30 P.M.**

The Pre-Bid Conference started at 1:40 p.m. with a prayer led by Ms. Joan DC. Escalada, Member, BAC Secretariat, followed by the introduction of the following parties in attendance, to wit:

The Bids and Awards Committee:

AO MARIBETH T. PADIOS	- Chairperson
DIR. ADORIE T. CORNITO	- Vice-Chairperson
ATTY. JANET CABIGAS-VEJERANO	- Member

The Technical Working Group:

DIR. EMMANUEL O. VERGARA	-Vice-Chairperson
MR. ANTONIO F. FELICIANO	- Member

BAC Secretariat:

MS. JOSEPHINE S. VARGAS	- Head
MR. ROMMEL T. NAKANOMI	- Member
MS. JOAN DC. ESCALADA	- Member
MS. KRISTINE MAE G. BUMAGAT	- Member
MS. RONALYN S. CALAYO	-Member

Ms. Escalada announced that there was one (1) prospective bidder namely, 1) H2O Plus Water Treatment Co., represented by Ms. Jane L. Tiu.

In compliance with Republic Act No. 9184, the following activities were reported by Ms. Josephine S. Vargas, Head of the BAC Secretariat:

- 1) The Invitation to Bid was posted at the PhilGEPS, Ombudsman Website and BAC Bulletin Board on November 09, 2018;
- 2) Letters of Invitation for the Pre-Bid Conference, Opening of Bids and Post-Qualification were sent and received by the following Witnesses and Observers:
 - a. Hon. Melchor Arthur H. Carandang (Overall Deputy Ombudsman, OODO);
 - b. Atty. Kristine Joy M. Meñez-Macalalad (Assistant Ombudsman, OMB-Proper);
 - c. Mr. Crisanto S. Frianeza (Secretary General, Phil. Chamber of Commerce and Industry);
 - d. Ms. Zenaida P. Alcantara (President, Philippine Institute of CPAs);
 - e. Ms. Marilyn R. Laurente (State Auditor IV, Audit Team Leader, COA); and
 - f. Mr. Gerhard G. Basco (President, OMBEA)

With the presence of the Chairperson and two (2) members of the Bids and Awards Committee (BAC) and two (2) members of the Technical Working Group (TWG) with the Chairperson in attendance, a quorum to transact business was manifested by Ms. Vargas.

The Pre-Bid Conference was called to order by AO Maribeth T. Padios, BAC Chairperson. She then turned over the floor to the TWG for the discussion of the eligibility, technical and financial components and post-qualification documents.

The TWG Chairperson, Dir. Emmanuel O. Vergara, discussed the invitation to bid and Mr. Antonio F. Feliciano, Member, TWG, discussed the eligibility requirements, technical specifications and financial proposal for the project as well as the bid security requirements and post-qualification documents to be submitted by the bidder having the Lowest Calculated Bid.

Afterwards, the BAC Chairperson opened the floor to answer the following queries of the participants.

PARTICULARS	ISSUES RAISED BY THE BIDDERS	BAC/TWG REPLY
Ombudsman Technical Specifications under Section VII	<p>H20 Plus Water Treatment Co. (Ms. Jane L. Tiu): <i>on the delivery of the daily supply of purified drinking water.</i></p> <p><i>Is it an everyday delivery or they can just set a schedule for the delivery, for example: 2 to 3 times a week?</i></p>	<p>Answer: Yes, they can coordinate with the property officer for the schedule of the delivery.</p>
Ombudsman Technical Specifications under Section VII	<p>H20 Plus Water Treatment Co. (Ms. Jane L. Tiu): <i>on item no. 7. Supplier to submit on every first delivery of the month/semester the following water analysis test results issued by the DOH accredited laboratories, compliant with PNSDW: particularly on 7.b Physical and Chemical Tests Results- on semestral basis.</i></p> <p><i>What do you mean by semestral basis?</i></p>	<p>Answer: semestral basis is every six (6) months for the Physical and Chemical Tests Results.</p>
Ombudsman Technical Specifications under Section VII	<p>H20 Plus Water Treatment Co. (Ms. Jane L. Tiu): <i>on the Response time to service repair calls within the same day.</i></p> <p><i>Is it possible to give us at least 24-48 hours to response?</i></p>	<p>Answer: The supplier must response within 24 hours.</p>

<p>Post-Qualification Requirements</p>	<p>H2O Plus Water Treatment Co. (Ms. Jane L. Tiu): <i>on the General Information Sheet (GIS) for CY 2017 or CY 2018 (for corporation).</i></p> <p><i>Are we required to submit a GIS if we are a partnership?</i></p>	<p>Answer: No. The General Information Sheet for CY 2017 or CY 2018 is applicable for corporation only.</p>
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There being no other queries, the BAC Chairperson reminded the bidders to use the sample forms attached to the Bidding Documents; to put tabs on the documents to be submitted; and to have them certified by the company's authorized representative.

The bid must be submitted on time to avoid disqualification.

Should there be any clarification, the bidders should not contact any of the BAC and TWG Members after the Pre-Bid Conference. Any communication should be coursed through the BAC Secretariat and any request for clarification should be in writing.

The Pre-Bid Conference for the Public Bidding of One (1) Year Daily Supply of Purified Drinking Water with Dispensers for the Office of the Ombudsman (PB 2018-30) was adjourned at 2:06 P.M.

Prepared and attested by:


JOSEPHINE S. VARGAS
 Head, BAC Secretariat

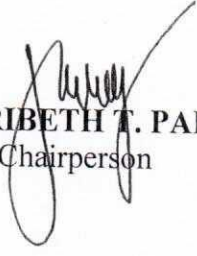
BIDS AND AWARDS COMMITTEE


JANET CABIGAS-VEJERANO
 Member

LORENZO G. VERGARA
 Member

MARY RAWNSLE V. LOPEZ
 Member


ADORIE T. CORNITO
 Vice-Chairperson


MARIBETH T. PADIOS
 Chairperson