



**BIDS AND AWARDS COMMITTEE (BAC)  
Minutes of the Meeting  
17 September 2020  
Conference Room, Office of the Chief Regulator  
And via Google Meet**

**ATTENDANCE:**

**BAC MEMBERS:**

DA Evelyn B. Agustin - Chairperson

DA Lee Robert M. Britanico - Vice Chairperson

DM Joel A. Dominguez

DM Victor John Dizon

Atty. Felix Francis Ople - Provisional End-User Member for Alternative Methods of Procurement

Dave Eldon B. Olano - Provisional End-User Member for Water Quality Monitoring Program

Ma. Eloisa C. Garcia - Provisional End-User Member for Wastewater/Effluent Quality Monitoring

**TECHNICAL WORKING GROUP - WATER QUALITY MONITORING PROGRAM AND WASTEWATER QUALITY MONITORING PROGRAM:**

Ma. Eloisa C. Garcia - Head for Water

Atty. Crescenciano B. Minas, Jr.

Dave Eldon B. Olano - Head for Wastewater

Francis Eduardo p. Ayapana, Jr.

Aljohn Deo E. Quinajon

Mary Ann Monic P. Rodriguez

**BAC SECRETARIAT:**

ADA Christopher Chuegan - Head

Ma. Carla Benito

Justine Irish Ignacio

Lorna Medina

Sir Gil Maravilla

Ranjev Garcia

**PROSPECTIVE BIDDER:**

Carmela Capule - CRL Environmental Corporation (CRL)

**OBSERVERS (Non-voting Members):**

Isabel Bagaporo - MWSS CO Representative

Astrid Sheevette Ong - OGCC Representative

## **AGENDA**

1. Pre-bid Conference for the Procurement of Analytical Services for Water Quality Monitoring Program (Contract No. RO-PG2020-004);
2. Pre-bid Conference for the Procurement of Analytical Services for Wastewater Quality Monitoring Program (Contract No. RO-PG2020-005);
3. Documents on Alternative Methods of Procurement; and
4. Other Matters.

### **I. CALL TO ORDER**

The meeting was called to order at 1:13 P.M. by the Chairperson.

### **II. CERTIFICATION OF QUORUM**

ADA Chuegan confirmed the presence of a quorum for Item 1, 2, and 3 with five out of the five members of the BAC present.

### **III. APPROVAL OF THE AGENDA**

The Chairperson enumerated the Agenda, as contained in the Notice of Meeting dated 09 September 2020.

The Chairperson asked whether there were documents to be discussed for Item 3. ADA Chuegan answered in the affirmative.

The Chairperson asked the BAC Members and Secretariat whether there were any other matters that need to be discussed. No other matters were brought up. DA Britanico moved to approve the agenda, which was seconded by DM Dizon.

### **IV. DISCUSSIONS**

#### **A. Pre-bid Conference for the Procurement of Analytical Services for Water Quality Monitoring Program (Contract No. RO-PG2020-004) and Procurement of Analytical Services for Wastewater Quality Monitoring Program (Contract No. RO-PG2020-005)**

1. The Chairperson asked the Secretariat whether Observers have been invited. ADA Chuegan answered that the Observers were invited via email at least five (5) days before the meeting as prescribed in the 2016 Revised Implementing Rules and Regulations (IRR) of R.A. 9184.

2. The Chairperson acknowledged the presence of the following observers:
  - a. Ms. Isabel Bagaporo from MWSS Corporate Office; and
  - b. Ms. Astrid Sheevette Ong from the Office of the Government Corporate Counsel;
3. The Chairperson instructed the prospective bidder who joined via Google Meet to state their name and the company she represents. The representative was Ms. Carmela Capule from CRL.
4. The Chairperson instructed the TWG to discuss the bidding documents for the procurements at hand.
5. Ms. Garcia discussed the following:
  - a. Proper way of sealing and marking of the bids;
  - b. One original and two copies of the bid are required;
  - c. The Eligibility Documents which are:
    - i. PhilGEPS Certificate of Registration and Platinum Membership;
    - ii. Statement of all ongoing government and private contracts;
    - iii. Single Largest Completed Contract; and
    - iv. Net Financial Contracting Capacity
  - d. The Technical Documents which are:
    - i. Bid Security;
    - ii. Conformity with technical specifications;
    - iii. Omnibus Sworn Statement;
    - iv. Required certificates stated in the bidding documents;
  - e. The Financial Document which is the Bid Form:
6. Ms. Garcia stated that the bidding documents for Contract No. RO-PG2020-004 and RO-PG2020-005 are similar except for the parameters. DM Dominguez added that subcontracting is allowed for contingency and specific parameters listed in the Bid Data Sheet.
7. The Chairperson asked the prospective bidder whether she had any question or clarification. Ms. Capule answered in the negative. There being no other questions and clarifications, the Chairperson excused the prospective bidders, TWG and Observers.

**B. Documents on Alternative Methods of Procurement**

1. Discussions on alternative methods of procurement.

**C. Other Matters - Postings for the Procurement, Installation and Commissioning of Water Meter Testing Facility/Laboratory (Contract No. RO-PG2020-006)**

1. Discussions on other matters.

**V. ADJOURNMENT**

There being no other matters to discuss, the meeting was adjourned at 1:43 PM.

***PREPARED BY:***

**(Sgd.) CHRISTOPHER D. CHUEGAN**  
Secretariat

***APPROVED BY:***

**(Sgd.) EVELYN B. AGUSTIN**  
Chairperson