

Republic of the Philippines
Carcar Water District
BIDS AND AWARDS COMMITTEE
San Vicente Ferrer St., Pob. I, Carcar, Cebu
Tel. No. 487-9141, Telefax No. 487-8525
www.carcarwaterdistrict.com

MINUTES OF MEETING

Present were:

Ruby Angelica C. Galicano	-	BAC Chair
Atty. Ra Solomon A. Enriquez	-	BAC Vice-Chair
Wenceslao C. Abalo	-	BAC Member
Engr. Mark C. Puaben	-	BAC Member
Shelle Marie A. Pangalao	-	BAC Member
Josefa SN. Manugas	-	TWG Head

Absent were:

None

The meeting held at the Conference Room of the Carcar Water District Building, was called to order at 11:04 am on the 10th day of August 2020, presided by the BAC Chair, Ruby Angelica C. Galicano.

1. Call to Order/Opening Prayer
2. Roll Call
 - a. The presiding officer declared a quorum and proceeded with the agenda of the meeting.
3. Business Matters
 - a. Request for the conduct of Bidding for the Drilling of 2 project sites at Can-asujan, Carcar City
 - > The committee started the discussion on the updates of the supposed to be Negotiated procurement under emergency case with NP Enterprise. The secretariat told the committee that the said supplier is not responding to any of her communication (SMS, Email, Call) to them.
 - > The BAC shall recommend for the revocation of the resolution recommending the use of Negotiated Procurement under Emergency Case as the procurement method for the Drilling at Can-asujan and shall recommend Public Bidding as the procurement method to be used.
 - > There shall be one bidding process for the drilling of 2 project sites at Can-asujan, the requirements shall be clearly defined in the terms of reference or in the Bid Docs.
 - > The end user shall submit the required documents before Aug. 14, 2020.
 - > The committee has set the schedule of Bidding activities:
 - 📅 Pre-procurement Conference: August 10, 2020
 - 📅 Review of Bid Docs: August 14, 2020 at 9:00 AM
 - 📅 Sending of Letters to Observers: August 14, 2020 in the afternoon
 - 📅 Publish Invitation to Bid at PhilGeps: August 19, 2020
 - 📅 Prebid Conference: August 27, 2020 at 2:00 PM via Zoom (for interested bidders)
 - 📅 Bidding: September 8, 2020 at 2:00 PM via Zoom (for bidders)
 - 📅 Post Qualification: September 10, 2020 @ 2:00 PM

- b. Appointment of New BAC Secretariat
 - Two new personnel shall be designated as BAC Secretariat in replacement to K. Alesna and A. Estomago.
 - Karen Joy Carreon and Jenny Ann Faunillan were recommended by the BAC as the new members of the BAC Secretariat for their qualification and relevant experience to BAC/Procurement activities.
 - The admin division shall prepare the Office Order for Carreon and Faunillan.
 - Anyhow, the two outgoing staff of the BAC Secretariat shall serve until the end of the Bidding process for the Drilling at Can-asujan, while the two incoming staff shall start to observe while the bidding process is ongoing.
- 4. Other Matters
 - a. K. Alesna shall conduct an orientation to the new BAC Secretariat staff on August 14, 2020 to be attended by the BAC.
- 5. Adjournment
 - a. There being no other remaining topics for discussion, on the motion of S. Pangalao seconded by W. Abalo, the meeting adjourned at 12:00 NN.

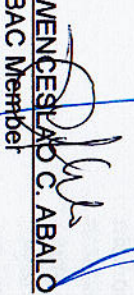
Prepared by:

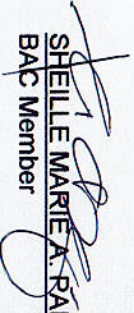

KIMBERLY B. ALESNA
BAC Secretariat

Noted by:

RUBY ANGELICA C. GALICANO
BAC Chairperson


ATTY. RA SOLOMON A. ENRIQUEZ
BAC Vice Chairman


WENCESLAO C. ABALO
BAC Member


SHEILLE MARIE A. RANGALAO
BAC Member


ENGR. MARK C. PUABEN
BAC Member