

**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:

Atty. Ra Solomon A. Enriquez	–	BAC Chairperson
Sheille Marie A. Pangalao	–	BAC Vice-Chairperson
Kimberly Alesna	–	BAC Member
Eddies C. Inot	–	BAC Member
Engr. Narjib O. Sordilla	–	BAC Member
Wenceslao C. Abalo	–	BAC Member
Jessa May S. Bacon	–	BAC Member

Absent were: None

The meeting held at the 2nd floor, Annex Building of Carcar Water District was called to order at 3:00 pm on the 23<sup>rd</sup> day of August 2023, presided by the BAC Chairperson, Atty Ra Solomon A. Enriquez.

1. Call to Order/Opening Prayer

Atty. Ra Solomon Enriquez called the meeting to order at 3:00 pm.

2. Roll call

All BAC members were present, and the presiding officer declared a quorum and proceeded with the agenda of the meeting.

3. Business Matters- Pre-procurement conference on the supply and delivery of 1-unit Utility Van

- Atty Ra Solomon Enriquez discussed about Pre-procurement Conference and its related guidelines.
- To assist in the procurement process, the technical working group shall be Yves Gaebriel Umbay, Florante Sagolili and Sergszel Fornis-as head of the TWG.
- The BAC shall invite at least 1 TWG member during the pre-bid conference to assist in answering prospective bidders' inquiries and clarifications
- The Approved budget for the procurement of 1 utility van is 1,500,000.00 pesos.

- The observers shall be the following:

1. The director of University of San Carlos-Water Resources Center Foundation, Inc.
2. Chrismond Aguinod of Commission on Audit – MCWD
3. The president of Cebu Chamber of Commerce and Industry

- Procurement timeline:

Advertisement: September 4, 2023

Pre-bid conference: September 12, 2023

Bid Evaluation: September 26, 2023

Post-Qualification Evaluation: September 27, 2023

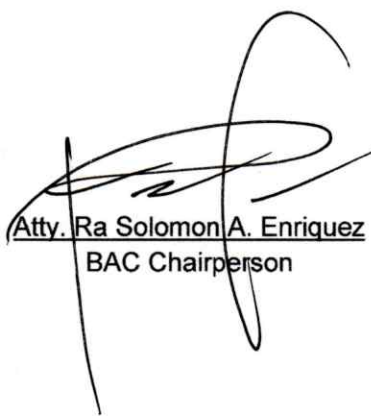
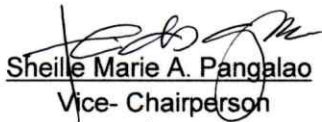
There being no other remaining topics for discussion, the meeting adjourned at 3:30 pm

Prepared by:



CLAIRE JOYCE G. PADIN  
BAC Secretariat

Noted by:

  
Atty. Ra Solomon A. Enriquez  
BAC Chairperson  
Sheille Marie A. Pangalao  
Vice- Chairperson  
Wenceslao C. Abalo  
Member  
Kimberly A. Fano  
Member  
Jessa May Bacon  
Member  
Eddies C. Inot  
Member  
Engr. Nani O. Sordilla  
Member