



Pre-bid Conference (via Zoom)

Project No. 2021-07: Purchase of Data Loggers
January 22, 2021, 1:30pm
GSCWD Bldg., Boardroom, General Santos City

MINUTES OF THE PROCEEDINGS

I. Attendance (GSCWD)

Bids and Awards Committee

Ferdinand S. Ferrer, MPA	-	BAC Chairperson
Engr. Rogelio A. Besana, Jr.	-	BAC Vice Chairperson
Engr. Cornelio Turija, Jr.	-	BAC Member
Samcelle B. Valenzuela	-	BAC Member
Maritess P. Primaylon	-	BAC Member
Agnes P. Tampico	-	BAC Secretariat, Head
Rauline Kaye F. Autida	-	BAC Secretariat
Engr. Michael Gabales	-	BAC TWG Head
Judy Lim-Pasman	-	BAC TWG
John Rey Cawit	-	BAC TWG
Edmund Badal	-	BAC TWG

Bidders

Clyde Olvenia	-	EastAsia
Romar Manang	-	EastAsia
Joseph Lucindo	-	Envirokonsult
Clark Guevarra	-	Envirokonsult
Jerome Salumbides	-	TZ-E

II. Call to Order

The conference was called to order at 1:30 pm and was presided by the BAC Chairperson, Mr. Ferdinand S. Ferrer, MPA.

BAC Secretary Rauline Kaye F. Autida went over the attendees. Three (3) prospect bidders attended the pre-bid conference, namely: EastAsia, Envirokonsult and TZ-E.

There were no representatives from the Commission on Audit, Kiwanis and PSME who were invited to observe and witness the conduct of the Pre-Bid Conference.

III. Highlights of the Proceedings

As to the Bidding Process

The Pre-bid Conference was conducted via webcasting (Zoom). BAC Member, Ms. Samcelle Valenzuela, discussed the following points:

- The Total Approved Budget for the Contract (ABC) is **One Million Two Hundred Seventy Five Thousand Pesos Only (Php 2,200,000.00)**.
- It was discussed to the prospective bidder the two-envelope system and the components for each envelope. The first envelope is Technical Component Envelope & the second is the Financial Component Envelope. Checklist for the components for each envelope is provided in Section 8 of the BDS.

**GENERAL SANTOS CITY WATER DISTRICT**

E. Fernandez St., Brgy. Lagao, General Santos City

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Email Address: gscwaterdistrict@yahoo.com

- The following are the components for each envelope:

A. TECHNICAL COMPONENT ENVELOPE**Class "A" Documents****A.1 Legal Documents**

- (a) **Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);** or
Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document, and

Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; and

Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Note: In case any of the items are expired (except for Mayor's Permit), bidder must present copy of the renewed certificate; official receipts or any proof of payment shall not be accepted.

A. 2 Technical Documents

- (b) **Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and**
- (c) **Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; and**

Note: ITB Clause 5.4 states, "The bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1 (a)(ii), a single contract that is similar to this project, equivalent to at least 50% of the ABC. For this purpose, similar contracts shall refer to: *Data Loggers*

ITB Clause 12.1 (a)(ii) states, "The bidder's SLCC similar to the contract to be bid should have been completed within *five (5) years* prior to the deadline for the submission and receipt of bids.

- (d) **Original copy of Bid Security.** If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or Original copy of Notarized Bid Securing Declaration; and

Note: The Bid Security shall be limited to Bid Securing Declaration or at least one (1) other form in accordance with the following amount;

- Cash (2% of ABC) = **Php 25,500.00**
- Cashier's / Manager's Check issued by a Universal or Commercial Bank (2% of ABC) = **Php 25,500.00**
- Bank Draft / guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank. (2% of ABC) = **Php 25,500.00**
- Surety Bond (5% of ABC) = **Php 63,750.00** valid **until June 4, 2021** and shall be accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments. Only those bid securities procured from commercial and universal banks shall be allowed.

- (e) **Conformity with the Technical Specifications**, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; and

Note: Bidder shall photocopy the provided GSCWD Technical Specifications in BDS Sec. VII
Bidder shall indicate "comply" per required parameter as their statement of compliance
Bidder shall provide the necessary supporting documents for the additional requirements stated in the Technical Specifications
If not, ground for disqualification

- (f) **Original duly signed Omnibus Sworn Statement (OSS)**; and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Note: Must be Notarized
Proforma found in the Bid Docs
Must be filled out properly

A. 3 Financial Documents

- (g) **The Supplier's audited financial statements**, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than **two (2)** years from the date of bid submission; and
(h) **The prospective bidder's computation of Net Financial Contracting Capacity (NFCC)**; or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

B. FINANCIAL COMPONENT ENVELOPE

- (a) Original of duly signed and accomplished Financial Bid Form; and
(b) Original of duly signed and accomplished Price Schedule(s)

o Other reminders:

- Bids that exceed the ABC shall not be accepted.
- Prospective bidders are instructed to provide **one (1) original and three (3) copies** of the documents for each component. The BAC prefers bid documents be identified with ticklers for easy location of file/s to be evaluated during opening of bids.
- Other bidders can still join the bidding even if they have not attended the Pre-bid Conference.
- Bid shall be submitted to GSCWD for Opening of Bids on **February 4, 2021 at 12:00nn**; late bids shall be declared "late" and shall not be accepted.

As to ELECTRONIC BID SUBMISSION

Based on GPPB Resolution No. 09-2020, dated 7 May 2020

SUBMISSION AND RECEIPT OF BIDS

1. **Bidding Documents** must be in **Two (2) password protected compressed archive files** which shall be submitted simultaneously, the **first shall contain the Technical Component (Legal, Technical & Financial Documents)** and the **second shall contain the Financial Component** of the bid. Deadline and submission of bid for **Project 2021-07: Purchase of Data Loggers is February 4, 2020 at 12nn. Bids shall be emailed at: gscwdprocurement@yahoo.com. Kindly secure confirmation from the recipient.**

Note:

- A. Kindly compress the required documents into one file.
B. Kindly use the following format for your electronic bid:
[Company name] Eligibility and Technical Component [part 1, part 2 (if applicable)]
[Company name] Financial Component
C. Bidders who opt to submit bid documents online shall also submit required hard copies to the General Santos City Water District.



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2. **Bidding Documents not in compressed** archive folders and are **not password protected**, shall be **rejected**. However, bid files **not properly compressed** and **password-protected**, as required in the Bidding Documents, shall be **accepted**, provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC shall **assume no responsibility** for the misplacement of the contents of the improperly compressed or password-protected folder, or for its premature opening.

MODIFICATION OF BIDS

If a bidder modifies its Bid, it shall not be allowed to retrieve its original Bid, but shall only be allowed to send another Bid equally secured and properly identified. In the case of electronic submission, to be labeled as a **“modification,”** of the one previously submitted. The time indicated in the latest Bid receipt page generated shall be the official time of submission. Bids submitted after the **deadline shall not be accepted**.

BID OPENING

The passwords for accessing the **Bidding Documents** will be disclosed by the Bidders only **during the actual bid opening** which may be done in **person or face-to-face through videoconferencing, webcasting or similar technology**.

As to the Technical Specifications

The following are discussed by John Rey Cawit:

SPECIFICATIONS		
Communications	Programming and Downloading	Via USB/RS232/RS485
	Internal cellular modem	GPRS to manufacturer or user specified FTP site or modem, capable of multiple messages per day, capable of Roaming service
	Antenna	Penta band internal optimised for very low signal sites
Sensor Input	Analogue	Internal Pressure Transducer with auto Zero facility
	Digital	One Bi-directional pulse input or two single Uni-directional pulse input. Up to 1000 Hz
Logging Features	Recording Interval	At least capable of recording in 1 minute and 15 minutes interval
	Memory	4GB, Recording can store approximate 1billion readings or better
	Clock	Auto GSM clock correction
	Alarms	Minimum or maximum threshold alarm per channel. alarms can be sent through SMS
Physical	Operating temperature	0°C to 50°C or better
	Protection Classification	IP68 submersible or better



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	Power Supply	Internally powered by a battery, minimum of 10 years under normal operating conditions with high capacity double battery
Special features	Included software must be capable but not limited to the following:	Graphical presentation of data
		Logged data values from previous days of recording
	The logger is capable but not limited to the following:	Signal strenght test
		Logger can be configure in database and software
		Export data to Excel
		Remote requesting of data on define periods of time
	Secondary logging to allow analysis for shorter logging interval and to be reported remotely	
Additional Features	Number of Channels	2 Channels (1x Internal Pressure, 1x Digital Flow)
		SIM card can be installed without opening the main electronic to protect the IP68 integrity.
Standard accessories and Additional Requirements (Compliance upon delivery)		<ol style="list-style-type: none"> 1. Must include necessary fittings and Digital Flow Cable 2. 1pc Programming Cable 3. 1 year free data service
Additional Requirements (To be submitted during the opening of bids)		1. Must submit original or computer-generated catalog/brochure.
		2. The manufacturer should have ISO 14001:2004 and 9001:2008 certificates or its updated versions
		3. Supplier should have ISO 9001:2015 Certificates
		4. Supplier should have a Type Approval Certificate from NTC.
		5. Must provide Data Logger Manual.
		6. Minimum one (1) year manufacturer's warranty.
		7. Supplier must have Manufacturer's Authorization Certificate specific to this project.
Testing and Software Compatibility (Compliance upon delivery)		In the presence of owner, the necessary field testing should conducted by a qualified technician of the supplier such as installation,commissioning and operation of data logger before acceptance of goods. The data logger must also be compatible with the existing flow meters.
Delivery Terms		60 Calendar Days



4.0 Adjournment

There having no other remaining topic to be discussed, the Pre-Bid Conference was adjourned at 3:30pm.

Prepared by:

RAULINE KAYE F. AUTIDA
BAC Secretary

Checked by:

AGNES P. TAMPICO
Head, BAC Secretariat

Reviewed by:

JOHN REY CAWIT
Technical Working Group
ENGR. MICHAEL GABALES
Head, TWG

Attested and approved by:

FERDINAND S. FERRER, MPA
BAC Chairperson

In conformity with the Bids and Awards Committee:

ENGR. ROGELIO A. BESANA, JR.
Vice Chairperson
ENGR. CORNELIO T. TURIJA, JR.
BAC Member
SANELLE B. VALENZUELA
BAC Member
MARITESS P. PRIMAYLON
BAC Member