



## Pre-bid Conference (via Zoom)

Project No. 2021-09: Purchase of Assorted Sizes of Electromagnetic Flowmeter

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 Thousand Pesos Only (Php 1,200,000.00)**.
- 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

Telephone No.: 552-3824; Telefax No.: 553-4960

Email Address: [gscwaterdistrict@yahoo.com](mailto: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: *Electromagnetic Flowmeter*."

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 24,000.00
- Cashier's / Manager's Check issued by a Universal or Commercial Bank (2% of ABC) = Php 24,000.00
- Bank Draft / guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank. (2% of ABC) = Php 24,000.00
- Surety Bond (5% of ABC) = Php 60,000.00 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**

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(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)

○ 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 2021-09: Purchase of Assorted Sizes of Electromagnetic Flowmeter is February 4, 2021 at 12nn**. Bids shall be emailed at: [gscwdprocurement@yahoo.com](mailto: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] 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.

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 Edmund Badal:

### SCOPE OF CONTRACT

The scope shall be supply, testing, delivery and commissioning of Three (3) sets assorted brand new Electromagnetic Flowmeter to General Santos City Water District (GSCWD).

Particulars	Requirements	
	Set 1	Set 2
SIZE mm (inches)	250 (10)	200 (8)
Number of Units	1	2
TYPE	Electromagnetic Flow meter	Electromagnetic Flow meter
BORE	Full Bore	Full Bore
POWER SUPPLY	115 - 230 VAC	115 - 230 VAC
MEASUREMENTS	Direct / Inverse Flow	Direct / Inverse Flow
Qmax m <sup>3</sup> /hr	600	400
Qnominal m <sup>3</sup> /hr	450	280
QTransitional m <sup>3</sup> /hr	13	8
Qmin m <sup>3</sup> /hr	8	5
CABLE	20 meters w/ complete accessories	20 meters w/ complete accessories
CONNECTION	Flanged Type, PN16	Flanged Type, PN 16
LINING	Hard Rubber for Potable Water	Hard Rubber for Potable Water
RATING	IP 67/NEMA 6	IP 67/NEMA 6

### TERMS AND CONDITIONS

1. The scope of work shall be supply, testing, delivery and commissioning of Three (3) sets assorted brand new electromagnetic flowmeter to General Santos City Water District (GSCWD).
2. The **electromagnetic flowmeter** shall be tested in a laboratory determined by GSCWD before delivery to ensure conformance with the design parameters. The cost of the laboratory testing shall be borne entirely by the winning bidder.
3. All bidder is required to submit and include documents but not limited to **manuals, data sheets, name plate specifications, and Manufacturers Authorization Certificate specific to this project** in there bidding documents.

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4. The flowmeter shall be tested for accuracy in a laboratory for **maximum, minimum, nominal, and transitional flow rates**. The result shall be the basis for the flowmeter to **PASS** or **FAIL** in the accuracy test.  
Max permitted error:  
From  $Q_{min}$  to  $Q_t = \pm 5\%$   
From  $Q_t$  to  $Q_{max} = \pm 2\%$
5. Laboratory testing shall be witnessed by four (4) GSCWD representatives together with the winning bidder's representatives for three (3) days. All relevant and incidental cost (Testing fee, transportation, accommodation, allowances and etc.) in the testing of the equipment shall be shouldered by the winning bidder.
6. In case the unit to be tested is different from the submitted documents and/or do not comply with the specifications set by GSCWD, laboratory testing shall not be conducted.
7. In case the unit failed to pass the testing requirements during laboratory testing, the winning bidder shall replace the unit subject to another laboratory testing without cost to GSCWD.
8. That during the installation and commissioning of the unit, the winning bidder shall be required to send a technician responsible of commissioning. All relevant and incidental cost (transportation, accommodation, allowances and etc.) in the commissioning of the equipment shall be shouldered by the winning bidder.
9. Field testing shall be made once the unit is ready for operation and when both the GSCWD and winning bidder have finished their scopes of work on the installed unit. GSCWD engineers shall conduct field testing with the presence of winning bidder's representative. Flowmeter must meet the testing requirements in terms of efficiency. In case the unit failed to pass the field testing, the winning bidder shall make necessary corrections / changes to replace the unit without cost to GSCWD.
10. The winning bidder shall deliver the three (3) sets **brand new electromagnetic flowmeter**, within **Ninety (90)** calendar days upon receipt of Purchase Order (PO). Laboratory testing is included in the 90- calendar day's delivery period.
11. The winning bidder shall be subjected to Liquidated Damages (LD) for each day of delay as provided by the IRR of RA 9184.
12. That the winning bidder shall issue a warranty certificate of not less than one (1) year and the warranty shall commence from the date of commissioning of the pumping equipment. That the bidder must have an available qualified and trained technicians 24/7 in case of equipment failure.

**4.0 Adjournment**

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

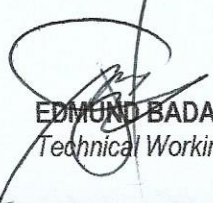
Prepared by:

  
RAULINE KAYE F. AUTIDA  
BAC Secretary

Checked by:

  
AGNES P. TAMPICO  
Head, BAC Secretariat

Reviewed by:

  
EDMUND BADAL  
Technical Working Group

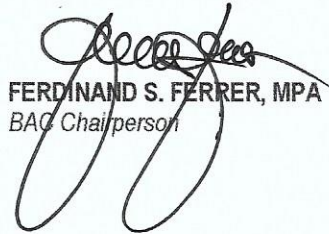
  
ENGR. MICHAEL GABALES  
Head, TWG



Republic of the Philippines  
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GPM-032-2

Attested and approved by:



**FERDINAND S. FERRER, MPA**  
*BAC Chairperson*

In conformity with the Bids and Awards Committee:



**ENGR. FOGELIO A. BESANA, JR.**  
*Vice Chairperson*



**ENGR. CORNELIO T. TURIJA, JR.**  
*BAC Member*



**SAMUELLE B. VALENZUELA**  
*BAC Member*

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**MARITESS P. PRIMAYLON**  
*BAC Member*