



DENR Bids and Awards Committee for Regular Operations

MINUTES OF BAC MEETING

03 November 2021

- Venue** : DENR Main Building &
Online via Google Meet Platform
- Date/Time** : 03 November 2021, Wednesday, 10:00 AM onwards
- Agenda** : 1. Pre-Bid Conference for the Supply and Delivery of Purified Drinking Water with Provision of Hot and Cold Water Dispenser for DENR-Central Office under Bid Ref. No. DENR-CO-2021-033
2. Pre-procurement Conference for the following DENR-Central Office requirements:
- a. Repair and Renovation of Legal Affairs Service Office under Bid Ref. No. DENR-CO-2021-040
 - b. Procurement of Janitorial Services for CY 2022 under Bid Ref. No. DENR-CO-2021-042

I. ATTENDANCE

DENR Bids and Awards Committee

Asec Marcial C. Amaro, Jr.	Chairperson
Atty. Norlito A. Eneran	Vice-Chairperson
Engr. Gilbert C. Mondroy	Member

DENR Technical Working Group

Engr. Roberto M. Aguda	Member
Ms. Dianne G. Ibias	Member
Mr. Francis Jan V. Castro	Member
Mr. Lamberto S. Ramos	Member
Ms. Ann Joanna B. Villarama	Member
Ar. Katrina Carla I. Catapang	Member/End-user representative
Ar. Jamielle Vanessa Sapalagio	Member/End-user representative
Mr. Jack Victor Nera	Member/End-user representative
Ms. Kristinne Mamaradlo	Member/End-user representative
Mr. Angelito L. Estrada	Member/End-user representative
Mr. Nel James B. Aquino	Member/End-user representative
Engr. Maria Cristina Ishida	Member/End-user representative
Ms. Cecile Unarce	Member/End-user representative
Engr. Rodney Villanueva Diaz	Ad hoc Member
Ms. Lia Cassandra A. Logmao	Ad hoc Member
Ms. Ma. Rosario T. Santiago	Ad hoc Member
Ms. Alleli G. Vergara	Ad hoc Member

Other Attendees

BAC Secretariat members
Procurement Staff
Other Office Staffs

Attendance of Bidder/s

Bidders	Representative/s
Pre-Bid Conference for the Supply and Delivery of Purified Drinking Water with Provision of Hot and Cold Water Dispenser for DENR-Central Office under Bid Ref. No. DENR-CO-2021-033	
1) Aquasure Water Trading	Ms. Doreena Jean Tandayu Mr. Jay M. Tandayu
2) Daco Sales Corp.	Mr. James Yoon Look
3) Maris Pure Corp.	Ms. Jennifer Camento Sabino Ms. Maria Cecilia B. Lara

**Note: Attached as Annex "A" is the copy of Attendance for BAC Meeting dated 03 November 2021*

I. CALL TO ORDER

The meeting was called to order at 10:00 AM and presided by the BAC Chairperson, to discuss the agenda stated above.

II. ROLL CALL

The BAC Secretariat called the roll and informed the BAC Chairperson that three (3) members are present which constitute a quorum. The BAC Chairperson was also informed that other members of the BAC, TWG and Secretariat, who were not in attendance, were on official business.

III. SALIENT FEATURES OF DISCUSSION

1. Pre-Bid Conference

Supply and Delivery of Purified Drinking Water with Provision of Hot and Cold Water Dispenser for DENR-Central Office under Bid Ref. No. DENR-CO-2021-033

- The BAC Chairperson welcomed and introduced the composition of the BAC, TWG and Secretariat to the abovementioned prospective bidders for the subject project.
- Before the discussion started, all prospective bidders affirmed their familiarity with the Government bidding process and requirements under RA 9184 and its Revised Implementing Rules and Regulation (IRR).
- A brief presentation on the bidding documents was presented by the BAC Secretariat emphasizing the following requirements:
 - ✓ Packaging and Envelope Labeling Instructions
 - Bidders shall submit ONE (1) Envelope containing technical and financial documentary requirements
 - ✓ Invitation to Bid
 - ✓ Instructions to Bidders
 - ✓ Bid Data Sheet
 - ✓ General Conditions of the Contract
 - ✓ Special Conditions of the Contract
 - ✓ Eligibility Documents