

AGENDA	KEY ISSUES/CONCERNS/DISCUSSION	AGREEMENTS/INSTRUCTIONS
<p>Pre-bid Conference on Consulting Services for the Conduct of Feasibility Study (F/S) for the Reduction and Control of Non-Revenue Water (NRW) in Selected Small and Medium Sized Water Districts (WDs)</p>	<p>Vice Chairperson Pineda introduced the NBAC-CS members to the bidders. He then recognized the presence of the following representatives:</p> <p>Edna Cruz-Bayan and Jireh Joy Miranda – for JV of CEST and Tractebel; Edward Dennis Cruz and Normita Ibe (it was noted that she already left) – for JV of EDCOP and PRIMEX; Rolando Roca and Franz Ramos – for JV of TCI and WCI</p> <p>The Vice Chairperson likewise recognized Mr. Francis Bryan Coballes, OIC-Director of the Infrastructure Staff, representing the End-User (EU); and Mr. Paolo Dala from LWUA, one of the TWG members.</p> <p>The following sections of the TOR were raised and clarified:</p> <p>a. 3.8, Learning Sessions</p> <p>The EDCOP representative queried on the 5 training sessions to be conducted, whether these be consecutive or separate sessions. The EU answered that it will be five (5) separate training sessions. The participants may be the same or different individuals, but the subject matter may be different, which covers a range of topics as indicated in the TOR that may be discussed during the training.</p> <p>As a follow-up question, the Chairperson queried on the intention of the training, and whether the EU is targeting 40 participants per training session. The EU responded in the affirmative. The Chairperson made it clear with the bidders that the activities are 5 training sessions with 40 participants per session. This is a 200 maximum participants in total.</p> <p>In addition, Ms. Aquino added that the training should consider the requirements of personnel of concerned Water Districts (WDs). The Chairperson also stated whether these trainings are consecutive or separate in terms of the timeline, depending on the Consultant's proposal, the idea of the EU is to maximize the training which will be participated by the WDs and NEDA.</p>	<p>The Secretariat to draft a Bid Bulletin containing clarifications on the queries raised by the shortlisted bidders.</p>

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	<p>The EU informed that the budget for the 5 separate training sessions was included in the ABC.</p> <p>The CEST representative asked whether or not the bidder shoulder the fare of participants to and from the venue of the trainings, e.g. Visayas area. The EU answered that budget for the transportation expenses of participants and included it in the ABC.</p> <p>b. On 3.2.3, Preparation of Preliminary Drawings</p> <p>The TCI representative asked if the Consultant will prepare preliminary drawings for item 3.2.3, which is as follows:</p> <p><i>“Longitude profile, if possible, of transmission pipes and sewer mains that should indicate invert levels of main, location, size, and nature of obstructions and ground levels”</i></p> <p>The EU, noting the concern of the bidders on why transmission line for waste water was included when in fact the study covers NRW, answered that the Consultant shall prepare the preliminary drawings only as applicable. If there is no sewerage treatment plan, the drawing is not required, otherwise, this should be included.</p> <p>The EU added that as far as the scope of study is concerned, the transmission pipes for waste water may not be as important, but everything that is directly related to NRW, like pipes distributing drinking water, is considered relevant.</p> <p>c. On 3.7.2.e, the TCI representative asked if the Consultant will conduct financial analysis, reading the following provision:</p> <p><i>“Future tariff requirement, e.g., fees for the connection to the sewerage systems, septage extraction, environmental protection, among others, and ability-to-pay”</i></p> <p>The EU replied that the Consultant is required to conduct financial analysis, which includes a projection of tariff requirement. As far as future tariff requirement is concerned, there should be a projection</p>	

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	<p>because financial analysis covers the life of the project. It is used to estimate the revenues.</p> <p>The EU likewise informed that the tariff requirement provided in the TOR are examples only. The Consultant is not required to conduct financial analysis on item/s that is/are not pertinent/present.</p> <p>The Chairperson also said that the Consultant should do the exercise and do validation, i.e. the Consultant should be prepared to confirm their findings.</p> <p>As a follow-up question, the TCI representative raised a hypothetical question, in case one of the WDs included in the list/scope of study does not have any of the items in 3.7.2.e (e.g. environmental protection), is the Consultant required to develop these schemes?</p> <p>The EU said that only the business plan submitted to LWUA by the WDs should be the basis. In response to the Chairperson's query, the EU said that the period the study to be applied is 15 years. At that point, the Chairperson provided insights on the premise is that if it is mandated, and even there is no present plan or does not incorporate it, he opined that it is incumbent to the awarded consultant to do a projection. He deemed it important for the Consultant to conduct what is necessary on a scenario of 15-year framework, taking into account on whether or not WDs have existing business plans. The EU agreed on the Chairperson's opinion that the Consultant shall do a projection/analysis under the stated circumstance.</p> <p>d. On 5.5, Education Background of Project Financial Specialist/Economist</p> <p>The CEST representative asked whether or not a BS in Commerce major in Accounting can be considered as equivalent educational background. The EU, noting that some schools do not have specific degree named as finance, and that commerce is related to finance, or commerce is broader than finance, agreed to consider said degree.</p>	

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	<p>The EU further clarified that the minimum educational qualification should be Bachelor's degree. As such, in final answer to the query, the Chairperson said that the educational qualification of the expert must be at least a Bachelor's degree in areas of specialization involving economics, finance or statistics.</p> <p>Meanwhile, the Chairperson reiterated to the bidders that documents of foreign experts to be submitted, which are written other than English, should be translated in English (by authorized to translate documents, or a registered translator in the foreign bidder's country); and should be authenticated by the Philippine Consular office in that country.</p> <p>Having no more queries from the bidders' representatives, and upon the Chairperson's instruction, the Secretariat reminded the bidders of the following, advising them that the same will be provided to them through a bid bulletin to be issued:</p> <ol style="list-style-type: none"> <li>a. Indicate actual man-months for experience and actual man-hours or man-days for training of nominated experts.</li> <li>b. Bid Security may be any of the following: <ol style="list-style-type: none"> <li>i. Bid Securing Declaration – should be notarized with government-issued ID (<i>Note: CTC is no longer accepted as a competent evidence of identity</i>); or</li> <li>ii. Cash, cashier's/manager's check, bank draft/guarantee/irrevocable letter of credit – 2% of ABC; or</li> <li>iii. Surety Bond – 5% of ABC.</li> </ol> </li> <li>c. Use up to date forms (<i>follow the format of the forms included in the bidding documents</i>) and ensure that these are properly notarized (e.g. CV of nominated experts, Omnibus Sworn Statement, Bid Securing Declaration)</li> <li>d. Remuneration should include 12% VAT.</li> <li>e. Deadline for additional queries/requests for clarification is on 28 September 2018. NBAC-CS may respond through a bid bulletin not later 02 October 2018.</li> </ol>	

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	<p>f. Deadline for submission of proposals is on 09 October 2018, 12:00 NN. Observe timeliness. One (1) minute late is strictly considered as LATE.</p> <p>g. Cost of participating fee/bidding documents is P50,000.00.</p> <p>In closing, the Chairperson thanked the bidders for participating in the conference. He hoped that all of them will submit proposals on the subject consulting services.</p>	