



**LOCAL WATER UTILITIES ADMINISTRATION**  
**BIDS & AWARDS COMMITTEE**  
**LWUA-BAC ALLOWABLE PROCUREMENT TIME**  
**GOODS and INFRASTRUCTURE (May 2016)**

Stage	A		B							C										D	E	F							G	H															I							J		
Days	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54
Pre Procurement	Invitation To Bid to be Signed by the Chairperson		Posting - Newspaper of General Circulation - PhilGEP's - LWUA Web site							Pre - Bid Conference Request for clarification (10 cd before stage D) Supplemental Bulletin to PhilGEP's (7 cd before stage D)										Submission & Opening of Bids	Bid Documents	Letter	Bid-Evaluation Report							(LCB) Bid Document & Abstract of Bids as Read	I. Preparation of Post-Qualification Report of LCB and Signed by TWG II. BAC Resolution															Preparation and Dispatch of bidder's documents to be sent to HOPE							HOPE to issue: NOA (7 cd) Contract (10 cd) NTP (3 cd)	
cd per Stage	(2 cd)		[ (1 cd) up to the 7th day ]							[ (1 cd) up to the 12th day ]										(1 cd)	(1 cd)	(7 cd)							(1 cd)	(15 cd)															(7 cd)									
End-User must Submit to BAC:	1. WD Approved Board Resolution 2. WD Approved ABC 3. WD BOD Approved APP. 4. Approved POW 5. BD (for review by TWG)		6. After TWG-Head approved the BD, End-User to submit the ff.: a. 5 copies of BD. b. Soft copy - sent to <a href="mailto:baclwua@gmail.com">baclwua@gmail.com</a> c. Invitation To Bid (IB)							Bid Documents can be acquired up to the closing date and time Submitted by Contractor to TWG Submitted by TWG to BAC										Forward to: TWG-Tech. TWG-Finance TWG-Legal	Report to be submitted to BAC recommending LCB. Letter to LCB to submit additional documents (3 cd). a. Latest Income & Business Tax Return paid through the Electronic Filing & Payments System Per RR 3-2005 w/in 6 months from the date of bid submission. b. Certificate of PhilGEP's Registration.	Forward to: TWG plus the reports of Technical, Finance & Legal	(or may extend for 30 cd) I. Report to be submitted to BAC. II. BAC Resolution recommending Award to Lowest Calculated and Responsive Bid.															Documents for Transmittal: 1. Covering Letter 2. Bid Documents - Signed by BAC Com. 3. Invitation To Bid 4. Attendance Sheets 5. Document Report List (PhilGEP's) 6. Abstract Of Bids 7. Minutes of the Meetings 8. Bid Proposal & Financial (Qualified Bidder/s) 9. Evaluation Reports																

Committee	BAC (SEC.)	Committee	TWG	Committee	BAC (SEC.)	TWG	BAC (SEC.)	TWG	BAC (SEC.)	Water District
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INFRA - Infrastructure ; IB - Invitation To Bid ; BD - Bid Document ; TWG - Technical Working Group ; WD - Water District ; ABC - Approved budget for the Contract ; APP - Annual Procurement Plan  
 POW - Program of Work ; BOD - Board Of Directors ; BAC - Bids & Awards Committee ; LCB - Lowest Calculated Bids ; cd - Calendar Days ; HOPE - Head of the Procuring Entity

Edison A. Cuenca (BAC Chairperson)  
 Atty. Rodelo G. Franco (BAC Vice-Chairperson)  
 Edgardo C. Demayo (Member)  
 Atty. MA. Elena R. Te (Member)  
 Lolita G. Mendizabal (Member)  
 Alfredo G. Bayanin (Member)  
 Ceferino C. Aguinaldo Jr. (TWG - Head)  
 Alice Marie O. Cruz (Acting Head BAC Secretariat)