



Republic of the Philippines
CAVITE STATE UNIVERSITY

Don Severino de las Alas Campus

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**MINUTES OF THE PRE-BIDDING CONFERENCE FOR THE SUPPLY, DELIVERY AND
INSTALLATION OF IT, TECHNICAL AND SCIENTIFIC LABORATORY EQUIPMENT
(IMPROVEMENT OF CEIT LABORATORIES)-2nd Posting**

Present:

David L. Cero	- Chair, BAC for Goods and Services
Bettina Joyce P. Ilagan	- Vice-Chair, BAC for Goods and Services
Rosalie A. Pelle	- Member, BAC for Goods and Services
Edwina O. Roderos	- Member, BAC for Goods and Services
Danielito R. Escaño	- Member, BAC for Goods and Services
Noel A. Sedigo	- Member, BAC for Goods and Services
Bienvenido C. Sarmiento	- TWG Chair, Computer and Office Equipment
Michael T. Costa	- Representative, End-User
Emerson C. Lascano	- Representative, End-User
Orlando B. Delos Reyes	- TWG Chair, Office and other Supplies and Lab. Equipt.
Rene B. Betonio	- TWG Member, Office and other Supplies and Lab. Equipt.
Khamille Bacongalo	- Representative, Techsource
Preciosa G. Eraña	- Chair, BAC Secretariat
Roselyn M. Maranan	- Member, BAC Secretariat
Camille Joy V. Capupus	- Member, BAC Secretariat

The pre-bidding conference for the Supply, Delivery and Installation of of I.T., Technical and Scientific Laboratory Equipment (Improvement of CEIT Laboratories) - 2nd Posting was held at S.L. Lasap Hall. It was called to order at 2:15 pm of July 16, 2019, and was presided by the BAC Chair, Dr. David L. Cero. The Chair acknowledged the presence of the prospective bidder.

The Chair introduced the BAC Members, members of the Technical Working Group and the members of the BAC Secretariat. Only a representative from Techsource attended the pre-bidding conference.

ABC for the project is One Million Ninety Six Thousand Four Hundred Pesos (₱ 1,096,400.00).

There were four (4) Items enumerated for the project and modifications were noted for the following:

Item No. 1 – Matlab Software:

The end-user found out in their market research that the estimated unit cost for the software can be reduced if the 25 units will be increased to 27 units. They suggested to adjust the quantity to maximize the budget. The body agreed to add 2 units of the software. The requirement would be 27 units of Matlab Software.

Item No. 3 – Aircon:

To include installation requirements.

The Chairman emphasized and clarified the following points:

- The project is to be bid is per item.
- Follow the issued checklist of requirements for packaging, preferably with tabs/ear tags.
- The BAC will use a PASS/FAIL criterion.
- Included in the ENVELOPE 2 (Financial Documents) is the Minutes of the pre-bid conference and Supplemental/Bid Bulletin.

The BAC Chair announced that the bidding conference will be on July 30, 2019 at 2:00pm to be held at SL Lasap Hall, Administration Building, Cavite State University, Indang, Cavite. He reminded the prospective bidders to submit all bidding documents **on or before 12:00nn** at the scheduled bidding conference; and only the authorized representative/s will be allowed to attend the conference.

There having no more remaining topics for discussion, the pre-bid conference was adjourned at 2:30 pm.

Prepared by:


PRECIOSA G. ERAÑA
Chair, BAC Secretariat

Approved by:


DAVID L. CERO, PhD
Chair, BAC for Goods and Services