



Republic of the Philippines  
**CAVITE STATE UNIVERSITY**  
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**MINUTES OF THE ONLINE PRE-NEGOTIATION CONFERENCE**  
**SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF BRAND NEW**  
**PASSENGER ELEVATOR FOR THE 5-STOREY BUILDING, CAVITE STATE UNIVERSITY –**  
**IMUS CAMPUS (NEGOTIATED PROCUREMENT)**

Present were:

- |                         |  |
|-------------------------|--|
| David L. Cero           | - Chair, BAC for Goods and Consulting Services                                     |
| Bettina Joyce P. Ilagan | - Vice Chair   |
| Rosalie A. Pelle        | - Member   |
| Edwina O. Roderos       | - Member   |
| Noel A. Sedigo          | - Member   |
| Ronald R. Peña          | - TWG Chair, Air-Conditioning, Transportation Equipt. and Other<br>Machineries     |
| Arturo C. Eraña         | } - TWG Members, Air-Conditioning, Transportation Equipt. and Other<br>Machineries |
| Emerson C. Lascano      |  |
| Ramil Acquiatan         | - Representative, Nanotech International Lift Services, Inc.                       |
| Ruby Anne G. Figueroa   | - Representative, Xavexcom Technology, Inc.  |
| Marlon A. Mojica        | - Dean, Imus Campus / End-user   |
| Preciosa G. Eraña       | - Chair, BAC Secretariat   |
| Erla F. Matel           | - Member, BAC Secretariat  |
| Ginalyn M. Marzo        | - Member, BAC Secretariat  |
| Michael S. Del Rosario  | - Supply Office Staff  |
| Chester Jade E. Mojica  | - Procurement Staff  |

The online pre-negotiation conference for the SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF BRAND NEW PASSENGER ELEVATOR FOR THE 5-STOREY BUILDING, CAVITE STATE UNIVERSITY – IMUS CAMPUS (NEGOTIATED PROCUREMENT) via Cisco Webex was called to order at 11:15am of August 5, 2021, and was presided by the BAC Chair, Dr. David L. Cero. The Chair acknowledged the presence of the prospective bidder/s thru video-conferencing.

The Chair introduced the BAC Members, members of the Technical Working Group, and the members of the BAC Secretariat. Two (2) representatives from prospective bidders/suppliers attended the online pre-bidding conference via Cisco Webex.

The Chair emphasized and clarified the following:

- ABC of the project is Two Million Five Hundred Thousand Pesos (₱ 2,500,000.00).
- The technical specifications were enumerated and discussed.

A. Clarifications and Changes are the following:

1. Door Panel – Delete glass door
2. Available power is 230V, 3-phase.
3. Delivery period is 120 days.
4. Site inspection is recommended.

A. Other Concerns and Reminders:


1. The BAC is still requesting prospective bidders to submit three (3) sets of bidding documents for simultaneous opening and evaluation of the BAC members and TWG.
2. Payment of bidding documents is required before submission of bids. Deadline of bid submission is on **August 19, 2021; 8:00am, late bids will not be accepted.**

3. Bid opening will be face to face, to be held on **August 19, 2021 at 11:00am** at CvSU International House 2. Any postponement will be properly communicated.
4. Bid submission through Courier system is also allowed. However, the bid documents must be received by the BAC before the deadline of submission of bids.
5. For those who are interested to attend the face to face bid opening, prospective bidders are advised to send one (1) representative only per company. The University is implementing a health protocol to be strictly observed; that is, to wear face mask and face shield and to present a valid health certificate from Barangay or Rural Health Unit.


There being no other matters to be discussed, the pre-bid conference was adjourned at 11:35 am.

Prepared by:

  
**ERLA F. MATEL**  
Member, BAC Secretariat

  
**PRECIOSA G. ERAÑA**  
Chair, BAC Secretariat

Attested By:

  
**DAVID L. CERO, Ph. D.**  
Chair, BAC for Goods and Consulting Services