



MINUTES OF THE ONLINE PRE-BIDDING CONFERENCE
Supply and Delivery of Library E-Books for Bacoor Campus

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
Gerry M. Castillo	- Member
Noel A. Sedigo	- Member
Bernie Mar Malabunga	- UNECO, Observer Representative
Catherine R. Mojica	- TWG Chair, Journals and Other Printed Materials
Liwayway R. Taglinao	- TWG Member, Journals and Other Printed Materials
Menvyluz S. Macalalad	- End-user / Dean, Bacoor Campus
Lorema Acapulco	- End-user, Bacoor Campus
Anjinette Glorioso	- Representative, J&M Magazine Subscription International
Preciosa G. Eraña	- Chair, BAC Secretariat
Ginalyn M. Marzo	- Member, BAC Secretariat
Chester Jade E. Mojica	- Procurement Staff
Jayrard M. Austria	- Supply Office Staff

The online pre-bidding conference for the Supply and Delivery of Library E-Books for Bacoor Campus via Cisco Webex was called to order at 10:05am of December 16, 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, members of the BAC Secretariat and the observer from UNECO (Union of Enterprising Cooperatives) TMC Cavite. COA representative was also invited but cannot attend the pre-bidding conference. Three prospective bidders were invited thru sending the meeting credentials but only the representative from J&M Magazine Subscription International attended the online pre-bidding conference via Cisco Webex.

The Chair emphasized and clarified the following:

- ABC of the project is One Million Five Hundred Ninety Two Thousand Pesos (₱ 1,592,000.00)
- The project is BID ALL, composed of one hundred ninety nine (199) titles of E-books and a quantity of 1 unit per title.

A. Other Concerns and Reminders:

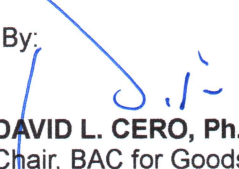
1. The BAC is still requesting prospective bidders to submit three (3) sets of bidding documents for simultaneous opening and evaluation of the BAC members and TWG.
2. Payment of bidding documents is required before submission of bids. Deadline of bid submission is on **January 13, 2022; 8:00am**, late bids will not be accepted.
3. Bid opening will be face to face, to be held on January 13, 2022 at 10:00am at CvSU International House 2.
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.

There being no other matters to be discussed, the pre-bid conference was adjourned at 10:20 am.

Prepared by:


PRECIOSA G. ERAÑA
Chair, BAC Secretariat

Attested By:


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