



Republic of the Philippines  
**CAVITE STATE UNIVERSITY**  
**Don Severino de las Alas Campus**

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**MINUTES OF THE ONLINE PRE-BIDDING CONFERENCE**

**Supply and Delivery of Library Journals (One Year Subscription) *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  
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  
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 Journals (One Year Subscription) *Negotiated Procurement* via Cisco Webex was called to order at 10:20am 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. Six (6) 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 Six Hundred Ninety Nine Thousand Three Hundred Ninety Five Pesos (₱ 1,699,395.00)
- The project is BID ALL, composed of eighty one (81) titles of library journals with different quantities of issues per year per title.
- Possible changes such as phased-out titles or available on online only and not for publication will be cancelled and replaced provided that it is approved by the end-user and properly documented.

A. Other Concerns and Reminders:

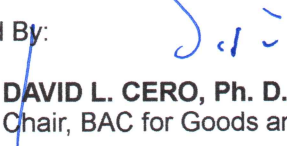
1. The BAC is still requesting prospective bidders to submit three (3) sets of bidding documents for simultaneous opening and evaluation of the BAC members and TWG.
2. Payment of bidding documents is required before submission of bids. Deadline of bid submission is on **January 13, 2022; 8:00am**, late 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 10:35 am.

Prepared by:

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

Attested By:

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