



Republic of the Philippines
CAVITE STATE UNIVERSITY
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MINUTES OF THE PRE-BIDDING CONFERENCE
SUPPLY, DELIVERY AND INSTALLATION OF ICT EQUIPMENT
LOT C: DESKTOP COMPUTERS FOR CARMONA CAMPUS

Present were:

Lolita G. Herrera	- Chair, BAC for Goods and Consulting Services
Bettina Joyce P. Ilagan	- Vice Chair
Edwina O. Roderos	- Member
Noel A. Sedigo	- Member
Gerry M. Castillo	- Member
Jazmin P. Cubillo	- Member
Emeline C. Guevarra	- TWG Chair, Computer and Office Equipment
Dindo C. Marges	- TWG Member, Computer and Office Equipment
Bambi Alvarado	- Representative, Joneco Tech Marketing Corp.
Mila M. Matel	- Representative, Masangkay Computer Center
Joan Fortuna	- Representative, Carmona Campus
Richard L. Hernandez	- Representative, Carmona Campus
Preciosa G. Eraña	- OIC, Procurement Office
Roselyn M. Maranan	- Chair, Secretariat
Al Eugene L. Torres	- Member, BAC Secretariat
Erla F. Matel	- Member, BAC Secretariat
Ginalyn R. Marzo	- Member, BAC Secretariat

The pre-bidding conference for the SUPPLY, DELIVERY AND INSTALLATION OF ICT EQUIPMENT – LOT C: DESKTOP COMPUTERS FOR CARMONA CAMPUS held at Hostel Tropicana was called to order at 2:00 pm on October 18, 2022, and was presided over by the BAC Chair, Ms. Lolita G. Herrera. The Chair acknowledged the presence of two (2) representatives of the prospective bidders.

The Chair introduced the BAC Members, members of the Technical Working Group, members of the BAC Secretariat, and the End-User. No COA and private sector representatives attended the meeting.

A. The Chair emphasized and clarified the following:

1. The ABC of the project is One Million Five Hundred Sixty-Four Thousand Pesos (₱ 1,564,000.00).
2. The source of funds for the project is FUND 164-INCOME.
3. The general requirements and technical specifications were presented.

3.1. Desktop Computer (34 units)

- Processor: i5 10105 3.7Ghz up to 4.4Ghz Cores 8 Threads 6MB cache LGA 1200
- Mother board: LGA 1200 compatible mother board or higher
- GPU: Integrated UHD 630 up to 2GB
- RAM: 16GB DDR4 2666Mhz
- Storage: 256GB NVME SSD + 1TB HDD 7200rpm
- Monitor: 21.5" IPS 60Hz monitor
- Casing: Compatible Tower Case w/ at least 500watts power supply unit
- OS: Licensed Windows 10 Home 64bit English 1Pk SP OEI DVD
- Accessories: USB Keyboard and Mouse; UPS 650VA 325watts; Over-the-ear headset with mic; USB webcam 1080p resolution with mic
- Warranty: 1yearPower Supply: 300W

B. Queries from the prospective bidders/ Agreements:

1. Ms. Alvarado of Joneco Tech Corp. asked if the requested computer sets are branded.
2. The TWG member reiterated that the desktop computers to be procured are branded.

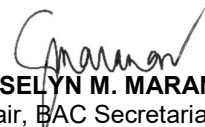
C. Other Matters:

1. The BAC is requesting prospective bidders to submit three (3) sets of bid documents for simultaneous opening and evaluation of the BAC members and TWG.
2. Bid documents should be packaged well and should contain "dog tags" for easy scanning of all the BAC members.
3. Payment of bidding documents is required before the submission of bids. The deadline for bid submission is on November 3, 2022, at 8:00 am, late bids will not be accepted.
4. The face-to-face bid opening will be held on November 3, 2022, at 2:00 pm at CvSU Hostel Tropicana.
5. Bid submission through the courier system is also allowed. However, the bid documents must be received by the BAC before the deadline for the submission of bids.
6. For the payment of bid documents, the prospective bidders are requested to coordinate with the BAC Secretariat. Online payment through Landbank LinkBiz is accepted.
7. 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 observe following the IATF guidelines, thus, wearing of face masks and social distancing must be observed at all times during the bid conference.

Since there are no queries from the bidders and the BAC members, and there are no other matters to be discussed, the pre-bid conference was adjourned by the BAC Chair at 2:30 pm.

Prepared by:


AL EUGENE L. TORRES
Member, BAC Secretariat


ROSELYN M. MARANAN
Chair, BAC Secretariat

Attested By:


LOLITA G. HERRERA
Chair, BAC for Goods and Consulting Services