



MINUTES OF THE PRE- NEGOTIATION CONFERENCE
SUPPLY, DELIVERY AND INSTALLATION OF PSYCHOLOGY LABORATORY SUPPLIES,
MATERIALS AND EQUIPMENT – NEGOTIATED PROCUREMENT
(BACCOOR CAMPUS)

Present were:

Lolita G. Herrera	- Chair, BAC for Goods and Consulting Services
Bettina Joyce P. Ilagan	- Vice Chair
Roderick M. Rupido	- Member
Zannie I. Gamuyao	- End-user, Bacoor Campus
Kathy J. Gumboc	- End-user, Bacoor Campus
Ronald P. Peña	- TWG Member, Infrastructure Projects, Construction & Electrical Supplies and Materials
Rene B. Betonio	- TWG Chair, Medical, Dental and Lab. Equipment
Lani S. Rodis	- TWG Member, Medical, Dental and Lab. Equipment
Ma. Corazon V. Herrera	- TWG Member, Medical, Dental and Lab. Equipment
Arleen C. Panaligan	- TWG Member, Medical, Dental and Lab. Equipment
Sancho B. Bayot	- TWG Chair, Office Fixtures
Emerson C. Lascano	- TWG Member, Office Fixtures
Christian Eleazar	- Mac-Ximum 7 Construction
Vicente Panganiban	- Centile Psychological Assessments
Salvio Tolentino	- 3G Powerplus
Connie E. Liboon	- Filcrafters, Inc.
Preciosa G. Eraña	- OIC, Procurement Office
Roselyn M. Maranan	- Chair, Secretariat
Chester Jade Mojica	- Procurement Staff

The pre-negotiation conference for the SUPPLY, DELIVERY, AND INSTALLATION OF PSYCHOLOGY LABORATORY SUPPLIES AND MATERIALS – NEGOTIATED PROCUREMENT held at CvSU-International House II was called to order at 2:30PM on March 14, 2023, and was presided over by the BAC Chair, Ms. Lolita G. Herrera.

The Chair introduced the BAC Members, members of the Technical Working Group, members of the BAC Secretariat, and the End-User. The Chair also acknowledged the presence of four (4) representative of the prospective bidders. No COA and private sector representatives attended the meeting.

A. The Chair emphasized and clarified the following:

1. The total ABC of the project is One Million Seven Hundred Thirty-Nine Thousand Nine Hundred Eighty Pesos (₱1,739,980.00).
2. The project is a mixed procurement which is divided into five (5) lots which are: Lot A: Improvement of Psychology Laboratory Rooms with an ABC of ₱385,124.58; Lot B: Biopsychology Equipment with an ABC of ₱130,000.00; Lot C: ICT Equipment with an ABC of ₱430,000.00; Lot D: Simulation and Testing Room Furniture with an ABC of ₱450,800.00; and Lot E: Psychological Testing Materials with an ABC of ₱334,055.42.
3. The source of funds for the project is Fund 164-Income.

4. The general requirements and technical specifications were presented for all five lots.

B. Queries from the prospective bidders/ Agreements:

1. The Chair emphasized that the project also has undergone two (2) consecutive failed competitive biddings which resulted to negotiated procurement.
2. Mr. Vicente Panganiban of Centile Psychological Assessments asked if Lot E will be awarded as one lot. He also raised his concern for the two of the required tests. He claimed that Guilford Zimmerman Temperament Survey was already outdated in the market and they could not get any supply anymore, while Basic Personality Inventory is exclusively distributed by other company which would be impossible for them to offer the said testing materials. He also requested if it is possible to award the project per item and not per lot because of the reasons that he claimed.
3. The Chair instructed the end-user and TWG to double check and revisit the requirements and make adjustments if necessary.
4. The Chair emphasized that any changes to the technical specifications and requirements and answer to further inquiries will be posted as bid bulletin.
5. The Chair announced the deadline of submission of bids is on March 28, 2023, 12:00PM at Procurement Office, Administration Building and the schedule of Negotiated Conference / Bid Opening is on March 28, 2023, 2:30PM at CvSU-Hostel Tropicana.

C. Other Matters:

1. The BAC is requesting prospective bidders to submit three (3) sets of bidding documents for simultaneous opening and evaluation of the BAC members and TWG, (Original Copy, Copy 1 and Copy 2).
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 March 28, 2023, at 12:00PM, late bids will not be accepted.
4. 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.
5. For the payment of bid documents, the prospective bidders are requested to coordinate with the BAC Secretariat. Online payment through Landbank LinkBiz is accepted.
6. 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.

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 3:00PM.

Prepared by:


ROSELYN M. MARANAN
Chair, BAC Secretariat

Attested by:


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