



Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino De las Alas Campus
Indang, Cavite
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MINUTES OF THE PRE-BIDDING CONFERENCE
SUPPLY, DELIVERY, AND INSTALLATION OF DRRM EQUIPMENT FOR CCJ

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
Roderick M. Rupido	- Member
Rene B. Betonio	- TWG Chair, Medical, Dental and Laboratory Equipment
Lani S. Rodis	- TWG Member, Medical, Dental and Laboratory Equipment
Ma. Corazon V. Herrera	- TWG Member, Medical, Dental and Laboratory Equipment
Arleen C. Panaligan	- TWG Member, Medical, Dental and Laboratory Equipment
Nathaniel Adlaon	- Representative, T3CK Marketing
Murphy Doneza	- Representative, BMT Marketing
Jessa Mae Llasus	- Representative, CCJ
Preciosa G. Eraña	- OIC, Procurement Office
Roselyn M. Maranan	- Chair, BAC Secretariat
Al Eugene L. Torres	- Member, BAC Secretariat
Erla F. Matel	- Member, BAC Secretariat
Ginalyn M. Marzo	- Member, BAC Secretariat
Chester Jade Mojica	- Staff, Procurement Office

The face-to-face pre-bidding conference for the SUPPLY, DELIVERY, AND INSTALLATION OF DRRM EQUIPMENT FOR CCJ held at Hostel Tropicana, Cavite State University, Indang, Cavite on May 3, 2023, was called to order at 2:30 p.m. 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 two (2) representatives from the prospective bidders. No COA and private sector representatives attended the meeting.

A. The Chair emphasized and clarified the following:

1. The ABC of the project is Twelve Million Three Hundred Forty Thousand Five Hundred Seventy-Nine Pesos and Twenty Centavos (₱ 12,340,579.20) which is divided into five (5) lots. The divided lots are the following: Lot A – Infrastructure Audit Equipment amounting to Two Million Seven Hundred Thousand Pesos (₱ 2,700,000.00); Lot B – Evacuation Camp Materials and Equipment with an ABC of Three Million Three Hundred Twenty-Five Thousand Pesos (₱ 3,325,000.00); Lot C – Search and Rescue PPEs and Equipment with an ABC of One Million Eight Hundred Twenty-Seven Thousand Five Hundred Seventy-Nine Pesos and Twenty Centavos (₱ 1,827,579.20); Lot D – Collapsed Structure Tools, Equipment and Accessories amounting to One Million Nine Hundred Ninety-Eight Pesos (₱ 1,998,000.00); and Lot E – Water Rescue

Equipment (for Campuses along Baylines) with an ABC of Two Million Four Hundred Ninety Thousand Pesos (₱ 2,490,000.00).

2. The source of funds for the project is Fund 101.
3. The general requirements and technical specifications were presented.

B. Queries/ Clarifications from the prospective bidders:

Lot A – Infrastructure Audit Equipment

1. The representative of T3CK Marketing if they can counteroffer similar equipment with a different model since he noticed that there is a specific model mentioned in item no. 1.4. Rebar Metal Detector.
2. The committee decided to remove the model no. in item no. 1.4. Rebar Metal Detector.
3. The representatives from T3CK Marketing and BMT Marketing mentioned that their other queries will be done in writing.

Lot B – Furniture, Fixture, and Other Equipment

1. The representative of T3CK Marketing suggested to the committee to allow the bidders with tolerances in terms of dimensions for items 1.1. to 1.3.
2. The BAC Chair emphasized that all the specifications written are only the minimum requirements. Bidders may offer items with higher specifications.
3. The representative of T3CK Marketing also mentioned that he noticed that there is a qualifier of “branded” indicated in item no. 1.3. Diesel Generator Set, with this, he asked on how would the committee considers a product to be branded.
4. The BAC Chair emphasized that the committee does not prefer a specific brand, bidders can offer similar products as long as it carries a brand name. Moreover, the committee is requesting bidders to attach a product brochure of their offers as an additional requirement in the bid documents.

Lot C – Search and Rescue PPEs and Equipment

1. The representative of T3CK Marketing asked if the BAC would consider offers with different materials for item no. 1.5. Search & Rescue Tactical Helmet since he noticed in the technical specifications that the “Lexan” brand is what the End-User prefers. He also mentioned that this specific brand and other brands with similar materials of polycarbonate copolymer shell will cost around ₱ 7,000.00 to ₱ 10,000.00 each with a total cost of around ₱ 700,000.00 to ₱ 1,000,000.00 for 100 pcs which is almost half of the total ABC. He also mentioned that there are other brands available with the same specifications as required by the End-User, but with different materials and at a lower price point.
2. The committee decided to remove the brand “Lexan” from the technical specifications in accordance with R.A. 9184.
3. The representative of T3CK Marketing mentioned that the delivery date of 30 days for the project is too short. He emphasized that for them to provide good product offers, they do not acquire locally manufactured products but instead, they are importing products overseas which will entail a delivery period of at least 120 days. He also

mentioned that if their company decides to join the bidding, they will attach the brochures of their product offer indicating the features and specifications.

4. The BAC Chair reiterated that the standard delivery period is only 30 days, however, the BAC is open to accepting requests for the extension of the delivery period from the winning supplier subject to the review and approval of the TWG and the End-User.
5. One of the BAC members suggested that the End-User must enhance the description or/ and specifications written on their submitted technical specifications to accommodate counteroffers of bidders.
6. The committee then decided that the End-User must submit a revised technical specification considering all the comments and/ or suggestions of the committee and the prospective bidders (e.g. materials of the helmet).
7. The representative of T3CK Marketing mentioned that their other queries will be done in writing.

Lot D – Collapsed Structure Tools, Equipment and Accessories

1. The representatives from T3CK Marketing and BMT Marketing mentioned that all their queries will be done in writing.

Lot E – Water Rescue Equipment (for Campuses along Baylines)

1. The representative of T3CK Marketing noticed that there are brand names (RQ3 and Princeton) indicated in the technical specifications of items 1.7. (Flood Rescue Tools) and 1.8. (Water Search and Rescue Kit) and also suggested that the End-User must provide the specific length of throw bag rope in item no. 1.8.
2. The committee then decided to remove all the brand names in the technical specifications. Moreover, the BAC Chair mentioned that the bidders' suggestions are duly noted and will issue a revised technical specification.
3. The representative of T3CK Marketing inquired if the committee is considering the extension of the deadline for submission of bids due to the revisions that will be made by the End-User on some of the items requested.
4. The BAC Chair reiterated that the committee will not extend the deadline for the submission of bids since the committee is strictly following the timeline for bidding.
5. The BAC Chair requested the End-User to submit a revised specification until May 10, 2023 subject to the review and approval of the TWG.

C. Revised Specifications/ Agreements:

Lot A – Infrastructure Audit Equipment

Item no. 1.4. - Rebar Metal Detector

- Metal Detection Depth: approx. 1 50mm
- Stud Detection Depth: approx. 1 50mm
- Cable Detection Depth: approx. 150mm
- Live AC Conductor Indicator: Yes
- Battery Type: AA x 4
- Power Source: Battery

- Weight: approx. 700g

Lot B – Furniture, Fixture, and Other Equipment

No revisions in the specifications.

Lot C – Search and Rescue PPEs and Equipment

Item no. 1.5. - Search & Rescue Tactical Helmet

- High-strength polycarbonate copolymer shell or equivalent

Lot D – Collapsed Structure Tools, Equipment and Accessories

No revisions in the specifications.

Lot E – Water Rescue Equipment (for Campuses along Baylines)

Revised specifications will be provided by the End-User for item nos. 1.7. and 1.8.

D. Other Matters:

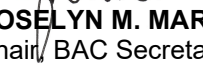
1. All revisions / changes in specification will be posted as Bid Bulletin.
2. Other queries from the prospective bidders will be accepted until May 8, 2023.
3. The BAC is requesting prospective bidders to submit three (3) sets of bidding documents for simultaneous opening and evaluation of the BAC members and TWG.
4. Bid documents should be packaged well and should contain “ear tags” for easy scanning of all the BAC members.
5. Payment of bidding documents is required before the submission of bids. The deadline for bid submission is on May 17, 2023; at 8:00 a.m., late bids will not be accepted.
6. The face-to-face bid opening will be held on May 17, 2023, at 11:00 a.m. at CvSU Hostel Tropicana.
7. Bid submission through the courier system is also allowed. However, the bid documents must be received by the BAC before the deadline for submission of bids.
8. For the payment of bid documents, the prospective bidders are requested to coordinate with the BAC Secretariat. Online payment through Landbank Link.Biz is accepted.
9. 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 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 11:30 a.m.

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