



Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino De las Alas Campus
Indang, Cavite
cvsu.edu.ph

BIDS AND AWARDS COMMITTEE
Goods and Consulting Services

MINUTES OF THE PRE-BIDDING CONFERENCE

SUPPLY, DELIVERY AND INSTALLATION OF AUTO HEMATOLOGY ANALYZER FOR HSU

Present were:

Mary Jane D. Tepora	- Chair, BAC for Goods and Consulting Services
Bettina Joyce P. Ilagan	- Vice Chair
Edwina O. Roderos	- Member
Gerry M. Castillo	- Member
Roderick C. Rupido	- Member
Sharon M. Isip	- 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
Annie M. Ramos	- TWG Member, Medical, Dental and Laboratory Equipment
Carina Yee	- Touchstar Medical Enterprises Inc.
Patrick John Tayag	- Marsman Drysdale Medical Production
Kelvin Santos	- Marsman Drysdale Medical Production
Cristian Aguilar	- EC-DX Medical Trading Corp.
Yosdyu Quetaleg	- VG & GE Trading Diagnostic Inc.
Janelle Resuello	- Mediane
Vicente Vasquez	- Pro Maintech Consultancy Inc.
Elizabeth Calag	- Aspen Multi-Systems Corporation
Jomari Barde	- Scientific Biotech Specialties Inc.
Jess Cruz II	- Andsons Educational Resources Inc.
Allysa Aguilana	- Mt. Zion Scientific Inc.
Denis Guidalen	- Allied Hospital Supply International Corp.
Joel Almera	- Labsolution Tech. Inc.
Joxette Marges	- End-User, HSU
Aljon Fidel	- End-User, HSU
Roselyn M. Maranan	- Chair, BAC Secretariat
Al Eugene L. Torres	- Member, BAC Secretariat
Alma Veronica Ramos	- Member, BAC Secretariat
Shirley G. Aldea	- Member, Secretariat

The face-to-face pre-bidding conference for the SUPPLY, DELIVERY AND INSTALLATION OF AUTO HEMATOLOGY ANALYZER FOR HSU held at Lasap Hall, Cavite State University, Indang, Cavite on February 29, 2024, was called to order at 1:30 p.m. and was presided over by the BAC Chair, Dr. Mary Jane D. Tepora.

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 representatives from the eight (8) prospective bidders. No COA and/or private sector representatives attended the meeting.

- A. The Chair emphasized and clarified the following:
1. The ABC of the project is One Million Six Hundred Thousand Pesos (₱1,600,000.00).
 2. The source of funds for the project is Fund 101 – Continuing.
 3. For the interest of time and since as per the understanding of the BAC that the prospective bidders already reviewed the specifications of the equipment before attending the pre-bid conference, the BAC Chair already proceed to entertain the questions and clarifications from the prospective bidders.
- B. Queries/ Clarifications from the prospective bidders:
1. The representative from Marsman Drysdale Medical Production inquired if the End-User would consider their bid if they offered a product with the following:
 - with the same technology (with the same principle and functions) but without chemical dye;
 - has STAT sample function but in an open system;
 - lesser aspiration/ sample volume of 17 µl;
 - smaller dimension and lighter in weight; and
 - throughput values of 55 samples/hr for the autoloader (slightly slower than the minimum requirement), 60 samples/hr for close and predilute mode (faster than the minimum requirement).
 2. The End-User in agreement with the TWG answered that the offer could be considered since the minimum specifications are not downgraded.
 3. The representative from Labsolution Tech. Inc. suggested deleting the “chemical dye method” in the specifications since this feature falls under a specific brand.
 4. The representative from Adsons Educational Resources Inc. disagreed with the suggestion of other prospective bidders to delete the “chemical dye method” in the specifications. Instead, he suggested revising it into “chemical dye method or its equivalent” so that more bidders could join the bidding.
 5. After thorough discussion and deliberation, the committee agreed to amend the following specifications:
 - deletion of “with chemical dye method” in bullet no. 1;
 - revision of the closed tube STAT system into “open or closed tube system” in bullet no. 4;
 - modification of the aspiration/ sample volume to 15-50 µl in bullet no. 6;
 - revision of the dimension and weight to approximately $\geq 20.6 \times 23.2 \times 22.4$ inches, approximately ≤ 143 lbs or as per manufacturer’s standard;
 - throughput values of 50 samples/hr for the autoloader, close mode, and predilute mode.
 6. The representative from Marsman Drysdale Medical Production inquired if the storage capacity could be in range since their product can only accommodate up to 30,000 data samples [internal storage] but has an interface [software] that can store a large number of samples and can store more than 100,000 samples.
 7. The End-User answered that the 100,000 storage capacity of the machine is their minimum requirement. A product with a higher storage capacity than the minimum requirement is much better.

8. In consideration of the issues raised by the prospective bidders, the BAC Chair decided that the minimum internal storage requirement of 100,000 shall be retained. However, a product with lesser internal storage, but has an external storage capacity that can accommodate the minimum requirement of the End-User for data storage, shall be considered.
9. The representative from Labsolution Tech. Inc. inquired if a product demonstration is a requirement.
10. The BAC Chair answered that a product demonstration is not required. The Chair emphasized that only the winning bidder is allowed to conduct a product demonstration and/or training upon delivery of the product.
11. The representative from Scientific Biotech Specialties Inc. asked if there is a specific color requirement for the bid folders.
12. The BAC Chair answered that there is no specific requirement for the folders but reminded that all submitted bid documents must be signed and sealed.
13. The TWG Chair emphasized that a clear copy of the product brochure is a requirement as an attachment to the bid document.

C. Agreements:

1. The contract duration of the project is 30 calendar days.
2. Request for an extension for the implementation/ delivery of the project will be accepted in consideration that there are valid and justifiable reasons for the delay, subject to the approval of the TWG and the BAC.
3. Other queries from the prospective bidders will be accepted until March 5, 2024.
4. All other changes in the specifications will be posted in the bid bulletin on March 7, 2024.
5. All bids will be subjected to bid evaluation. The lowest calculated bid will be subjected to post-qualification.

D. 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.
2. Bid documents should be packaged well and should contain "ear tags" or "document tabs" 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 14, 2024, at 12:00 noon, late bids will not be accepted.
4. The face-to-face bid opening will be held on March 14, 2024, at 1:30 p.m. at CvSU Lasap Hall, Administration Building.
5. 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.

6. 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.
7. For those who are interested in attending 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, thus, wearing face masks and social distancing is encouraged during the bid conference.


Since there were no queries from the bidders and the BAC members, and there were no other matters to be discussed, the pre-bid conference was adjourned by the BAC Chair at 2:00 p.m.

Prepared by:



AL EUGENE L. TORRES
Member, BAC Secretariat


ROSELYN M. MARANAN
Chair, BAC Secretariat

Noted by:


AISHA DIQUIT
End-User/ OIC, HSU

Attested by:


MARY JANE D. TEPORA
Chair, BAC for Goods and Consulting Services