

## BIDS AND AWARDS COMMITTEE

BAC Secretariat Office: G/F Higher Education Development Center (HEDC) Bldg.,  
CP Garcia Avenue, UP Diliman, Quezon City  
Website: <http://www.ched.gov.ph> email: [chedbac@ched.gov.ph](mailto:chedbac@ched.gov.ph)

### PRE-BID CONFERENCE

### PROCUREMENT OF 35 SETS OF DESKTOP COMPUTERS FOR THE NETWORK IMPROVEMENT OF CHED ICT RESOURCES

BAC Room, 2/F HEDC Bldg.  
C.P. Garcia Avenue, Diliman, Quezon City  
December 1, 2017; 10:00 A.M.

### ATTENDANCE

PRESENT	DESIGNATION/OFFICE
<b>BAC</b>	
EXEC. DIR. KAROL MARK R. YEE	- Chair / Presiding Officer
ATTY. SEPTON A. DELA CRUZ	- Member
MR. CEDRIC B. PALMA	- Provisional Member
<b>TWG-OGS</b>	
MS. APOLONIA R. VIVO	- Head
MS. DIANA C. AGUILAR	-Member
<b>SECRETARIAT/ PROCUREMENT SECTION</b>	
MS. ROSALIE C. BUSCAR	-Head
MR. ARTEMIO S. CAPELLAN, JR.	-Member
MS. BEATRIZ D. PASCUAL	-Member
MS. YVET R. MADLANGSAKAY	-Member
MS. DESIREE P. VERDEFLORES	-Member
MS. DINA L. ABRENICA	-Member
<b>CONSULTANT</b>	
MS. EVELYN V. MOJICA	
<b>COA OBSERVER</b>	
MS. MELANIE JULIE SALAZAR	
<b>BIDDER</b>	
MS. JUDITH MAPE	- ADVANCE SOLUTIONS, INC.
<b>NOT PRESENT</b>	
DIR. LUISA S. VALENCIA	- Vice-Chair, BAC (on official leave)
ATTY. CINDERELLA FILIPINA BENITEZ-JARO	- Member, BAC (on official leave)
MS. EVA M. PASIGPASIGAN	- Member, TWG-OGS (on leave)
MS. SHIELA F. JALBUENA	- Member, TWG-OGS (on leave)
ENGR. KENNETTE A. CASTRO	- Member, TWG-OGS (on leave)

**I. CALL TO ORDER**

There being a quorum, the Pre-bid conference was called to order at 11:30 AM with Exec. Dir. Karol Mark Yee, BAC Chair, presiding.

**II. INTRODUCTION OF BIDDERS/REPRESENTATIVES/ BAC/TWG-OGS/OBSERVER**

Upon the instruction of the presiding officer, Ms. Rosalie C. Buscar, Head of the BAC Secretariat, introduced the members of the Bids and Awards Committee, representative of the bidder, TWG-OGS members, BAC Secretariat/Procurement Section, COA Observer and Consultant who attended the meeting. She also mentioned that an invitation was issued to Ms. Jocelyn Aceron of Ateneo School of Government. However, she did not attend nor send any representative.

**III. OVERVIEW OF THE PROJECT AND PRESENTATION ON THE TERMS OF REFERENCE AND TECHNICAL COMPONENTS OF THE BID**

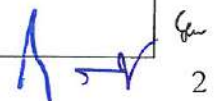
Ms. Apolonia R. Vivo, Head, TWG-OGS, upon the instruction of Exec. Dir. Yee, presiding officer, presented the overview of the project. She gave emphasis also on the salient and important features of the technical specifications of the bidding documents on the Procurement of 35 Sets of Desktop Computers for the Network Improvement of CHED ICT Resources with an Approved Budget of the Contract (ABC) amounting to Php1,450,000.00.

**IV. COMMENTS/REACTIONS FROM THE PROSPECTIVE BIDDERS/BAC MEMBERS/TWG-OGS MEMBERS/END-USER**

The BAC informed the prospective bidders that the Schedule for the Submission and Opening of Technical and Financial Bids shall be on December 13, 2017 as stated in the bidding documents. The deadline for the submission of the bid is 9:00 AM and the opening of the Technical and Financial Bids is at 10:00 AM. Late bids shall not be accepted.

**V. QUESTIONS AND ANSWERS**

<b>Particulars</b>	<b>Amendments / Clarification</b>	<b>Reference</b>
Technical Specifications	<ul style="list-style-type: none"><li>• Front I/O Connector: With at least: 2x Audio Jack; 2x USB 2.0 Rear I/O Connector: With at least: VGA, HDMI; 3x Audio Jack; 2x USB 2.0; 2x USB 3.0</li></ul> <p><i>The bidder suggested to revised Audio Jack 3x specs to 2x only since 3x is not common but available in the market.</i></p> <p><i>The TWG-OGS to study the suggested revision of the bidder</i></p>	Section 7. Page 70 of the Bidding Documents
Technical Specifications	<ul style="list-style-type: none"><li>• Front I/O Connector: With at least: 2x Audio Jack; 2x USB 2.0 Rear I/O Connector: With at least: VGA, HDMI; 3x Audio Jack; 2x USB 2.0; 2x USB 3.0</li></ul>	Section 7. Page 70 of the Bidding Documents

  
2

	<p><i>The bidder suggested to revise specs to HDMI (Display port).</i></p> <p><i>The TWG-OGS to study the suggested revision of the bidder</i></p>	
--	--	--

**VI . ADJOURNMENT**

There being no other matter to discuss, the Pre-Bid Conference was adjourned at 12:30 PM.

PREPARED BY:

  
**ARTEMIO S. CAPELLAN, JR.**  
 Member, BAC Secretariat


APPROVED BY:

  
**EXEC. DIR. KAROL MARK R. YEE**  
 Chair / Presiding Officer

NOTED BY:

  
**ROSALIE C. BUSCAR**  
 Head, BAC Secretariat

  
**ATTY. SEPTON A. DELA CRUZ**  
 Member

  
**MR. CEDRIC B. PALMA**  
 Provisional Member