

## 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 ICT RESOURCES FOR THE IMPROVEMENT OF CHED NETWORK

BAC ROOM  
2<sup>nd</sup> Floor HEDC Bldg., C.P. Garcia Avenue, Diliman, Quezon City  
October 25, 2017 @ 12:00 P.M.

#### MINUTES OF MEETING

#### ATTENDANCE

BAC	DESIGNATION/OFFICE
DIR. LUISA S. VALENCIA	- Vice-Chair, BAC
DR. LEONIDA S. CALAGUI	- Member
ATTY. SEPTON A. DE LA CRUZ	- Member
DR. MARY SYLVETTE T. GUNIGUNDO	- Member
<b>TWG-OGS</b>	
MS. APOLONIA R. VIVO	- Head
MS. EVA M. PASIGPASIGAN	- Member
MR. DIANA C. AGUILAR	- Member
MS. SHEILA F. JALBUENA	- Member
MR. KENNETE CASTRO	- Member
<b>SECRETARIAT</b>	
MS. ROSALIE C. BUSCAR	-Head
MS. BEATRIZ D. PASCUAL	-Member
MS. YVET R. MADLANGSAKAY	- Member
<b>CONSULTANT</b>	
MS. EVELYN V. MOJICA	
<b>OBSERVER</b>	
MS. ALEEZA JANE D. NOFUENTE	- COA Representative
<b>END-USER</b>	
MR. GREGORIO T. ATIENZA	-OPRKM, ITO III

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**NOT PRESENT**

MR. ARTEMIO S. CAPELLAN, JR.

- Member, BAC Secretariat (on official travel)

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**I. CALL TO ORDER**

There being a quorum, the pre-bid conference was called to order at 12:00 PM with the Vice Chair, Dir. Luisa S. Valencia, presiding.

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

Upon the instruction of the presiding officer, Ms. Rosalie Buscar, Head of the BAC Secretariat, introduced the members of the Bids and Awards Committee, the Technical Working Group for Other Goods and Services (TWG-OGS) members, BAC Secretariat, Consultant, COA Representative, End User Representative and Bidder/Representative who were present during the said meeting.

**III. OVERVIEW OF THE PROJECT**

Ms. Apolonia R. Vivo, Head, TWG-OGS, upon the instruction of Dir. Valencia, Presiding Officer, presented the overview of the project. She gave emphasis on the salient and important features of the bidding documents on the Procurement of ICT Resources for the Improvement of CHED Network with an Approved Budget for the Contract (ABC) amounting to Two Million Seven Hundred Ten Thousand Pesos (P2,710,000.00).

**IV. PRESENTATION OF THE TERMS OF REFERENCE AND TECHNICAL COMPONENTS OF THE BID**

Ms. Vivo presented also the Terms of Reference and the Technical components of the bid and other requirements stated in the bidding documents.

**V. 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 November 8, 2017 as stated in the bidding documents. The deadline for the submission of the bid is at 9:00AM and the opening of the Technical and Financial Bids is at 10:00AM.

**VI. QUESTIONS AND ANSWERS**

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Particulars	Amendments / Clarification	Reference
Section VII of the Bidding Documents	Deliver Period:30-45 days  <b>Changed to:</b> Delivery Period:30-60 days	Page 70. Technical Specifications
Section VII of the Bidding Documents	Item 1-Server with 1 KVA UPS-4 sets  No. 1 Warranty:3-years warranty  Changed to: Warranty:3-years warranty for server and one (1) year warranty for UPS  No. 3 Typographical Error Xeon  Changed to: Xeon  Additional technical specification:  One (1) processor  No. 4 Typographical Error Memoir  Changed to: Memory  No. 7 Typographical Error Internal Hard drive: (8) ITB 6G SAS 7.2K 2.5 in SC MDL HOD  Changed to: Internal hard drive: (8) ITB 6G SAS 7.2K 2.5in SC MDL HDD  No.8 Optical Drive:Optical Drive: Optional Slim Optical Bay (DVD-RW/ROM Optical Drive)  Changed to: Optical Drive: Optical Drive: Slim Optical Bay (DVD-RW/ROM Optical Drive)  No.11 Fans: 8 with Fan Redundancy	Page 70. Technical Specifications

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	<p>Changed to : Fan:3 hot plug fan, with redundancy</p> <p>No. 13 spelled out Other/IO</p> <p>Changed to: Other/Input /Output</p> <p>No. 14 Additional technical specification:</p> <p>Tower type</p>	
Section VII of the Bidding Documents	<p>Item 2-Network Attached Storage -1 unit</p> <p>No.2 Operating System: With at least Microsoft Widows Storage Server 2012 R2</p> <p>Changed to: Operating System: Microsoft Windows Storage Server with at least 2012 R2</p> <p>No. 5 Typographical Error 10</p> <p>Changed to: 1u</p>	Page 71. Technical Specifications
Section VII of the Bidding Documents	<p>Hardware Specifications</p> <p>Change to: Hardware Specifications (minimum)</p> <p>No. 4 Typographical Error HOD</p> <p>Change to :HDD</p>	Page 73. Technical Specifications
Section VII of the Bidding Documents	<p>Item 4-Edge Switch-1 unit</p> <p>Technical specifications</p> <p>No.4 Typographical Error Ethernet</p> <p>Changed to: Ethernet</p> <p>Standards</p> <p>No. 15 RMON Iand)! Standards</p> <p>Change to: RMON I and II standards</p>	<p>Page 75. Technical Specifications</p> <p>Page 76. Technical Specifications</p>

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	<p>Management</p> <p>No.17 Typographical Error PAGP-M18</p> <p>Changed to: PAGP-MIB</p>	
Section VII of the Bidding Documents	<p>Additional Requirement:</p> <p>Statement of all Ongoing and Completed Government and Private Contracts (template attached)</p> <p>Statement of Single Largest Completed Contracts (template attached)</p> <p>Invitation to Bid Number is the Reference Number assigned by the PhilGEPS</p> <p>Certificate of Compliance with Product Standards issued by the Department of Trade and Industry</p>	Page 76. Technical Specifications

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**VII. ADJOURNMENT**

There being no other matters to discuss, the Pre-Bid Conference was adjourned at 2:30 P.M.

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PREPARED BY:

  
**BEATRIZ D. PASCUAL**  
Member, BAC Secretariat

NOTED BY:

  
**DIR. LUISA S. VALENCIA**  
Vice-Chair

REVIEWED BY:

  
**MS. ROSALIE BUSCAR**  
Head, Secretariat

  
**DIR. LEONIDA S. CALAGUI**  
Member

  
**ATTY. SERFON A. DE LA CRUZ**  
Member

  
**DR. MARY SYLVETTE T. GUNIGUNDO**  
Member