



Republic of the Philippines  
**Department of Education**  
REGION XII  
SCHOOLS DIVISION OF SOUTH COTABATO

**MINUTES OF THE MEETING**

Name of Event : Pre-Bid Conference- Supply and Delivery of Printers, Printer Inks and Computer Tablets, Supply and Delivery of Computer Tablets (Implementation of BE-LCP Provision of Learning Resources – Batch 5) and , Supply and Delivery of Computer Tablets (Implementation of BE-LCP Provision of Learning Resources – Batch 6)

Date : September 20, 2021

Venue : BAC Office, DepEd-Schools Division Office and via Zoom

Reference :

Presiding : Jasmin P. Isla

Attendance :

Jasmin P. Isla	BAC Chairperson
Lalaine SJ. Manuntag	BAC Vice Chairperson
Daisy I. Darroca	BAC Member
Atty. Irelan B. Ditchon	BAC Member
Felly F. Maru	BAC Member
Rodel H. Catubay	BAC Secretariat Head
Kier Aleli C. Pantaliano	BAC Secretariat Member
Mark Lester V. Caspillo	BAC Secretariat Member
Jeryl Briones	Avid Sales Corp.
Richard Magladia	Glasdon Supply Inc.
Manolo Fernandez	Glasdon Supply Inc.
Gap Import and Export Corp.	
Janzel Base	Kosmos Technomobile Inc.
Rosman Udal	Mustard Seed System
Technoshine	
The Selfie Corporation	
Jopette Restie Liboon	Wireless Link Technologies, Inc.
Evergreen Prime	
Jane Nalupa	
Eric Villarín	Titan Marketing
Clint Kristoffer Junsay	Precious Prince Ent. Rep.

Time: 10:01 a.m

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Agenda	Highlights of the Discussion	Issues and Concerns	Agreements
	<p>The meeting commenced with a prayer led by Ms. Darroca.</p> <p>The Chair called the meeting to order at 10:01 in the morning.</p> <p>Of five (5) BAC Members were present. The Chair declared the meeting in quorum and ready to transact official business.</p>		
<b>Adoption of Minutes of Previous Meeting</b>	<p>The Chair requested the BAC Secretariat to read the minutes of September 6, 2021 meeting.</p> <p>Ms. Maru moved for the adoption of the minutes of the previous meeting. Ms. Darroca seconded the motion. The Chair announced the approval of the minutes of the meeting.</p>		Minutes of Previous Meeting adopted and approved as read
<b>Pre-Bid Conference for the Supply and Delivery of Printers, Printer Inks and Computer Tablets, Supply and Delivery of Computer</b>	<p>The Chair requested the BAC Secretariat to acknowledge the presence via zoom of the prospective bidders.</p> <p>The Chair read first the ITB for the Supply and Delivery of Printers, Printer Inks and Computer Tablets</p>		

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<p><b>Tablets (Implementation of BE-LCP Provision of Learning Resources - Batch 5) and Supply and Delivery of Computer Tablets (Implementation of BE-LCP Provision of Learning Resources - Batch 6)</b></p>	<p>with the ABC of Php 16,255,010.00 for two (2) lots:</p> <p>Lot 1 - Supply and Delivery of Printers, Printer Inks with ACB of Php 10,257,330.00</p> <p>Ms. Chair read and discussed first on Lot 1 and its specifications with 45 calendar days on the delivery period.</p> <p>Ms. Chair asked all interested bidders for clarifications and suggestions for Lot 1.</p> <p>Mr. Junsay of Precious Prince Enterprises, asked if all interested bidders can deliver 45 calendar days or lower than 45 days and the Printer is for L3110 series, since its already faced out in the market.</p> <p>Representative from The Selfie Corporation agreed the statement of Mr. Junsay.</p> <p>Ms. Chair acknowledged Mr. Junsay.</p> <p>Ms. Jane Nalupa of Gap Import, suggested for 90 calendar days of the delivery period.</p> <p>Mr. Junsay added to suggest a L3210 due to supplier</p>		
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	<p>upgraded the L series unit.</p> <p>The Selfie Corporation stated that L3210 may increase its prices.</p> <p>Mr. Junsay firmly said the SRP of Printer is the same with the L3110.</p> <p>Ms. Chair informed everybody that Printer must be compatible with the Printer Ink and asked to the BAC members to delivery a combination of L3110 and L3210.</p> <p>Ms. Manuntag, BAC Vice-Chairperson agreed and told the body as long as it is compatible to previous printer have been delivered.</p> <p>Ms. Chair emphasized that the printer ink must be compatible and can be used to the previous delivered printer.</p> <p>A representative of Glasdon Supply Inc. asked for staggard delivery of the printers and printer inks.</p> <p>Mr. Udal of Mustard Seed System asked for the approval of 60 calendar day of delivery period.</p>	<p>BAC agreed for the combination of L3110 and L3210</p> <p>BAC agreed to the request of Glasdon Supply Inc. for as long as the printer and printer inks are compatible.</p> <p>BAC agreed 60 calendar days of delivery and added 30 calendar days of extension if</p>	<p>BAC requested BAC Secretariat to include in the issuance of the Bid Bulletin for the delivery</p>
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	<p>Ms. Chair, emphasized the requirements stipulated and incorporated in the ITB and required other additional requirements as proof such as: Authorized Distributorship, Certificate of Availability, and Certificate of Authenticity which must be duly notarized attached in the Technical Documents wherein she then emphasized that Failure to present these during Post Qualification would mean disqualification.</p> <p>Representative from The Selfie Corporation asked for an approval on the Certificate of Resellership or Dealership shall be accepted as an attachment during the submission of Bid Docs.</p> <p>Ms. Chair proceeded to LOT 2 Supply and Delivery of Printer Inks with ABC of Php 5,997,680.00.</p> <p>Ms. Chair read the specifications of the items and reiterated the additional requirements as agreed and all other provisions stipulated</p>	<p>requested.</p> <p>BAC members agreed to the additional requirements.</p> <p>BAC members approved.</p>	<p>period of 60 calendar days.</p>
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	<p>in the ITB.</p> <p>Ms. Chair reminded the Bidders to follow the specifications as the minimum requirements and she then informed everyone that the lowest bidder is subject for post-Qualification.</p> <p>Mr. Junsay suggested to all his fellow bidders to deliver a quality product and to provide certification from the manufacturer.</p> <p>Representative from Mustard Seed System suggested to the body to include cover for the units.</p> <p>Representative from Glasdon asked the BAC to allow online submission.</p> <p>Ms. Chair reiterated and discussed the ITB of Supply and Delivery of Computer Tablets of Batches 5 and 6 on the Implementation of BE-LCP Provision on learning Resources with the ABC of Php 2,979,860.00 and Php 2,353,520.00 respectively.</p> <p>Representative from The Selfie Corporation suggested for pre-qualify before opening.</p> <p>Ms. Chair again emphasized to all bidders with regards to the minimum requirements of</p>	<p>BAC allowed Bidders to submit online.</p> <p>BAC agreed to the suggestion.</p>	
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	<p>the specifications.</p> <p>Ms. Chair asked the BAC Secretariat to present the virtual presentation of the checklist.</p> <p>Ms. Chair reiterated that in the online submission, financial documents must be password protected.</p> <p>Representative from Glasdon Supply Inc. asked of what platform shall be used for the submission of bid docs and suggested to submit it using Google Drive.</p> <p>Representative from Mustard Seed System asked if there is a prescribed color coding of envelope and if there is a need to submit a flash drive during the onsite submission.</p> <p>Ms. Chair emphasized that any color will do for as long as earmarked and follows the checklist.</p> <p>Ms. Chair added that bidders must submit 3 copies of bidding documents (1 original copy, Copy 1, and Copy 2)</p>	<p>BAC agreed of the bidder to use Google Drive for as long as documents should be readable and accessible.</p>	
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	<p>Representative from Glasdon Supply Inc. asked if there is a warranty on the computer tablet.</p> <p>Representative from Glasdon Supply Inc. agreed.</p> <p>Ms. Chair emphasized that all agreements and other suggestions must be included in the minutes.</p>	<p>BAC approved that there should be a warranty as indicated in the product.</p>	
<b>Other Matters</b>	<p>There being no other matters to discuss, Ms. Manunatag moved for the adjournment of the meeting, Ms. Darroca seconded the motion. The meeting adjourned at 12:07 noon.</p>		

Prepared by:

  
**RODEL H. CATUBAY**  
BAC Secretariat

ATTESTED:

  
**JASMIN P. ISLA**  
BAC Chairperson

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