



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 OFFICE EQUIPMENT AND DEVICES**

Date: **November 15, 2021**

Venue: **Via Google Meet (Online)**

Reference: None

Presiding Officer: **JASMIN P. ISLA**

ASDS/BAC CHAIRPERSON

Time: **10:42 a.m.**

Attendance:

1. JASMIN P. ISLA, BAC Chairperson
2. RONALD JIM SOMERA, Alternate-BAC Member
3. DAISY I. DARROCA, BAC Member
4. KEIR ALLELI PANTALIANO, BAC Secretariat
5. CHARMAINE DAWN M. FETALINO, BAC Secretariat
6. MARK LESTER CASPILLO, BAC Secretariat
7. IRA KEVIN OREGANO, BAC Secretariat
8. NELIDA A. CASTILLO, EPS
9. Mustard Seed/ Rosman Udal
10. Precious Prince Enterprise/Clint Junsay
11. Golden Power Mills/Joana Austria
12. Avid Sales Corporation/Geril Billones

Agenda	Highlights of the Discussion	Issues and Concerns	Agreements
I. Preliminaries	Prayer was led by Alternate BAC Member Ronald Jim Somera followed by roll call of participants by BAC Secretariat Charmaine Dawn Fetalino and BAC Chairperson Jasmin P. Isla then declared the meeting in quorum.	N/A	N/A
II. Reading and Consideration of the previous minutes	N/A	N/A	N/A
III. Presentation of Agenda	Presiding Officer (PO) Jasmin P. Isla presented the following agenda: a.) Pre-Bid conference of - Supply and	N/A	N/A

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	<p>delivery of Office Equipment and Devices – Provision of LRs SY 2021-2022 Implementation of BE-LCP)</p>		
<p>IV. Business Proper a) Pre-Bid conference of – Supply and delivery of Office Equipment and Devices – Provision of LRs SY 2021-2022 Implementation of BE-LCP)</p>	<p>PO presented the following documents for supply and delivery of Office Equipment and Devices, total amount on ABC of Php 7, 541,600.00 with the following description and specifications:-</p> <p>Lot 1: Supply and Delivery of Printers and devices Printer- 360 units USB Flash Drive (64GB)- 2 pieces</p> <p>Amount: 3, 024, 360.00 30 calendar days delivery</p> <p>Lot 2: Supply and Delivery of Computer Tablets, 476 units</p> <p>Amount: 4,517,240.00 30 calendar days delivery</p> <p>PO also presented the supply and delivery of printers and devices with a separate funding source on ABC amounting to Php 1,558,055.00</p> <p>Lot 1: Supply and delivery of Printers and devices Printer: 185 units</p>	<p>Precious Prince, Mr.Junsay asked to PO regarding on the tablet if they wanted to include on the specification a boot up with a DepEd logo upon switching on the tablet.</p> <p>PO responded that potential bidders may or may not include it as special specification to offer but she encourages them to include as special feature.</p> <p>Golden Power Mill by Ms. Austria asked if it could be 60 days delivery period.</p>	<p>PO and the body agreed for 45 days delivery period.</p>

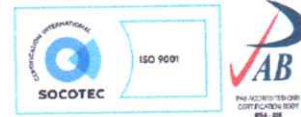
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	<p>USB Flash Drive, 64GB- 4 pieces USB Flash Dive , 32GB- 1 piece</p> <p>delivery is 30 calendar days from the receipt of Notice to Proceed.</p> <p>She added that the amount for BID documents is Php 5, 000.00</p> <p>Another specification and description for the approved budget on ABC of Php 636, 625.00:</p> <p>Lot 1: Printer 75 units External drive Storage device, 1TB- 2 pieces, 30 calendar days delivery</p> <p>In addition, BID documents is Php 1, 000.00</p> <p>PO, proceeded to the presentation of the checklist which includes the legal documents wherein on item a) Valid PhilGEPS registration Certificate (Platinum Membership) (all pages):</p> <p>PO emphasizes that instead of "or" it should be "and".</p> <p>Ms. Chair informed all prospective bidders the additional documents to</p>		
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	<p>be added on the checklist, a Certificate of Resellership or Distributorship to be attached on the Technical Documents envelope and emphasized that in absence of the document will be ground for disqualification.</p> <p>On the checklist it also includes the technical documents which will include actual pictures in conformity for technical specifications, financial documents, and Financial component envelop which must be protected as she emphasizes. She also announces that the submission of Bid Doc will be on November 29, 2021, 10:00am at BAC Office.</p>		
V. Closing	N/A	N/A	The meeting was moved to close by Mr. Somera and seconded by Ms. Darroca at 11:10am.

Prepared by:

CHARMAINE DAWN M. FETALINO
 AO II, BAC Secretariat

ATTESTED

JASMIN P. ISLA

BAC Chairman/ Presiding Officer

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CDMF/MoM-Pre Bid Conference
November 15, 2021

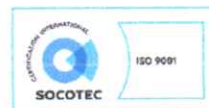
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