



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

MINUTES OF THE MEETING

Name of Event: **PRE-BID CONFERENCE FOR THE 1.) SUPPLY AND DELIVERY OF ICT SUPPLIES AND EQUIPMENT FOR THE NETWORK INFRASTRUCTURE UPGRADING IN THE ICT UNIT OF DIVISION OFFICE. 2.) SUPPLY AND DELIVERY OF SMART TV FOR THE PROVISION OF LEARNING RESOURCES FOR SY 2022-2023 IN THE IMPLEMENTATION OF BE-LCP**

Date: **MARCH 29, 2023**

Venue: **Bids and Awards Committee Office**

Reference: None

Presiding Officer: **JASMIN P. ISLA**
 ASDS/BAC CHAIRPERSON

Time: **10:21 a.m.**

Attendance:

1. JASMIN P. ISLA, BAC Chairperson
2. LALAINÉ SJ. MANUNTAG, BAC Vice Chairperson – via Google Meet
3. CRISTOPHER T. FRUSA, BAC Member
4. VINCENT CELDA – ITO II – End User
5. CLINT KRISTOFFER JUNSAY, IT Avenue
6. KAAREN RUBIN – 2848 CORPORATION
7. CHONA CAMADO – MAXCORE INTERVENTURE COMPANY– via Google Meet
8. RYAN REBOSA – PHOTO TRADING & GENERAL MERCHANDISE– via Google Meet
9. KAI PANGGOY – PRONET SYSTEMS INCORPORATED– via Google Meet
10. MA. ANJIELLAMIC MARAVILLA – MUSTARD SEED SYSTEMS CORPORATION– via Google Meet
11. SKYLA REGONIA – AVID SALES CORPORATION– via Google Meet
12. RODEL H. CATUBAY – SEPS, BAC Secretariat Head
13. KIER ALELI PANTALIANO, BAC Secretariat
14. IRA KEVIN OREGANO, BAC Secretariat

Agenda	Highlights of the Discussion	Issues and Concerns	Agreements
I. Preliminaries	Prayer was led by Mr. Cristopher Frusa and followed by roll call of participants by BAC Secretariat Head Rodel H. Catubay, then declared the meeting in quorum.	N/A	N/A

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II. Reading and the Consideration of previous minutes	N/A	N/A	N/A
III. Presentation of Agenda	<p>Chairperson Isla presented the agenda: Pre-Bid Conference for:</p> <p>a.) Supply and Delivery of Smart TV for the Provision of Learning Resources for SY 2022-2023 in the Implementation of BE-LCP.</p> <p>b.) Supply and Delivery of ICT Supplies and Equipment for the Network Infrastructure Upgrading in the ICT Unit of Division Office</p>	N/A	N/A
<p>IV. Business Proper</p> <p>a.) Supply and Delivery of Smart TV for the Provision of Learning Resources for SY 2022-2023 in the Implementation of BE-LCP</p>	<p>The BAC meeting will take place over face to face and Google meet and the ITB was presented to the body.</p> <p>BAC Chairperson instructed the BAC Secretariat Head to read the ITB and its technical specifications of the project Supply and Delivery of Smart TV with reference no. DSC-23-03-027 and the ABC of P 7,600,000.00.</p> <p>Ms. Chair then discussed and requested for any clarifications and project-related suggestions from</p>		

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	<p>all prospective bidders after reading the project's technical specifications.</p> <p>Mr. Junsay of IT Avenue representative suggested to include and add a TV bracket and HDMI cord with atleast 5 meters for a much more stable mounting of the unit aligned to the issued memorandum from the Central Office.</p> <p>Mr. Oliver Mactal of Avid Sales representative, asked and clarified the Common Interface (CI) if this is still necessarily present in the Smart TV unit.</p> <p>Ms. Chair informed the prospective bidders that they will still have to wait for the final instruction from the end-user if this particular feature and to include in the Supplemental Bid Bulletin if necessarily needed.</p> <p>Mr. Oliver Mactal requested also to include the purpose of the CI Slot.</p> <p>Ms. Camacho of Maxcor Interventures Company clarifies the no. 6 requirement brochure.</p>		<p>Ms. Chair acknowledged Mr. Junsay. The BAC Members agreed to adapt the suggestion and requested BAC Secretariat to include in the supplemental bid bulletin.</p> <p>BAC Members agreed to add requirements, including the demand that the service center be located within SOCSARGEN, after Ms. Chair advised the body that the project's specification sent from the Central Office must be followed.</p>
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	<p>Ms. Chair instructed that bidders shall provide printed and/or downloadable brochure incase online submission is preferred.</p> <p>Ms. Camacho added that during the opening of bids to bring offered unit and to perform a live demonstration.</p> <p>Mr. Frusa informed to the prospect bidders with regards to the live demonstration of unit only during post-qualification of the LCB.</p> <p>Ms. Panggoy of Pronet Systems Inc. asked additional days on the delivery period.</p> <p>Ms. Chair agreed to add delivery period from 30 calendar days to 45 calendar days.</p> <p>Mr. Junsay of IT Avenue asked if the TV bracket is for wall bracket.</p> <p>Ms. Chair answered that it is a fixed wall bracket.</p> <p>Mr. Rebosa of Photopro Trading and General Merchandise Co. clarify</p>		<p>BAC requested thru its BAC Secretariat to include in the supplemental bid bulletin on the delivery period from 30 calendar days to 45 calendar days.</p>
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	<p>on the 360% Bluetooth Remote Control.</p> <p>Ms. Chair informed as to whatever the Bluetooth remote is brought is accepted.</p> <p>Ms. Regonia of Avid Sales asked on the no. 8 requirement of the live demonstration.</p> <p>Ms. Chair again reiterated that physical or live demonstration could be through google meet platform and should not be a recorded video.</p> <p>Mr. Catubay read the checklist of the ITB then asked all prospect bidders for clarification.</p> <p>Ms. Regonia of Avid Sales Corporation representative asked to allow certified true copy of the SEC certificate and AFF is also required.</p> <p>Ms. Chair clarified to everyone that original copy of eligibility documents will be presented during post qualification and shall only submit the certified true copy of the documents during the opening of bids.</p>		
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	<p>Ms. Regonia added if allowed to communicate for the clarification with regards to the requirement for the project.</p> <p>Ms. Chair informed to the prospect bidders to contact the BAC Secretariat and answers are limited only to the bidders who attended the Pre-Bid Conference and contact numbers of the Secretariats shall be provided after the conference.</p> <p>All prospective bidders were advised by Ms. Chair that the deadline for submission is on April 11, 2023, at 10:00 a.m. and late submissions will not be accepted. She also mentioned that submissions through email are allowed and that financial documents should be password-protected and only accessible upon request from BAC Members. Payment is made through over the counter payment or bank deposit.</p>		
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<p>b. Supply and Delivery of ICT Supplies and Equipment for the Network Infrastructure Upgrading in the ICT Unit of Division Office</p>	<p>Ms. Chair proceeded the next project and instructed the BAC Secretariat Head to read the ITB and its item specifications with the ABC of P1,000,000.00.</p> <p>Ms. Chair then asked the prospect bidders for clarifications.</p> <p>Ms. Maravilla representative of Mustard Seeds System Corporation asked to the body, if they are allowed to offer other brands with the same specification for the UPS unit.</p> <p>Mr. Celda advised to counter offer any brands with the same specs or higher than the required specifications.</p> <p>Ms. Chair reiterated on the statement of Mr. Celda and asked prospect bidders for more questions and clarification.</p> <p>Ms. Maravilla asked the delivery period for the project and to allow additional days for delivery.</p> <p>Ms. Chair acknowledged</p>		<p>BAC requested thru its BAC Secretariat to include in the supplemental bid bulletin on the delivery period from 30 calendar days to 45 calendar days.</p>
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	<p>and agreed to add no. of days for delivery, from 30 calendar days to 45 calendar days.</p> <p>Ms. Rubin of RPR 1030 Corporation clarified the SLCC for goods if it is 25%.</p> <p>Ms. Chair advised to follow on the statement stated in the ITB.</p> <p>All prospective bidders were advised by Ms. Chair that the deadline for submission is on April 11, 2023, at 10:00a.m. and late submissions will not be accepted. She also mentioned that submissions through email are allowed and that financial documents should be password-protected and only accessible upon request from BAC Members. Payment is made through over the counter payment or bank deposit.</p>		
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V. Closing	There were no other matters being discussed. The meeting was adjourned by Mr. Frusa and moved to close by Chairperson at 11:59 a.m.	N/A	
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Prepared by:


RODEL H. CATUBAY
SEPS/BAC Secretariat Head

ATTESTED:


JASMIN P. ISLA
BAC Chairperson / Presiding Officer

KACP/MoM- Pre-Bid Conference for the 1.) Supply And Delivery Of
Ict Supplies And Equipment For The Network Infrastructure Upgrading In The Ict Unit Of Division Office. 2.) Supply
And Delivery Of Smart Tv For The Provision Of Learning Resources For Sy 2022-2023 In The Implementation Of
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