



**BIDS AND AWARDS COMMITTEE OFFICE**

---

MINUTES OF THE PRE BID CONFERENCE ON THE SUPPLY, DELIVERY AND INSTALLATION OF VARIOUS ICT EQUIPMENT HELD AT RECORDS MANAGEMENT OFFICE ON OCTOBER 2, 2018 @ 1:30 P.M..

PRESENT:

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| 1. Dr. Ramil B. Arante            | - BAC Vice Chairman, Presiding      |
| 2. Dr. Esther D. Tandog           | - BAC Member                        |
| 3. Prof. Anthony M. Miñoza        | - BAC Member                        |
| 4. Prof. Maria Tita C. Castillon  | - BAC Member                        |
| 5. Mr. Ryan O. Cuarez             | - TWG                               |
| 6. Mr. Joseph Vistal              | - TWG                               |
| 7. Mr. Jodel C. Angeles           | - TWG                               |
| 8. Mr. Mario Santiago             | - Sales Representative, BXU Company |
| 9. Mr. Ryan Chester G. Fong       | - Head, BAC Secretariat             |
| 10. Ms. Ma. Eunice A. Niño franco | - BAC Secretariat                   |
| 11. Ms. Wenie O. Catubig          | - BAC Staff                         |

The meeting started with a prayer led by Prof. Anthony M. Miñoza.

The Vice Chairman requested the BAC Secretariat to acknowledge the presence of the BAC Personnel and visitor/guest.

The BAC Vice Chairman presented the bidding documents on the Supply, Delivery and Installation of Various ICT Equipment particularly the Invitation to Bid (ITB) and Technical Specifications.

The Vice Chairman asked the supplier any comments/suggestions on the bidding documents presented.

The Supplier commented if it is okay to reduce the Hard Drive – SSD 500 GB for Desktop Core i7 and Solid State Drive for ICT Peripherals to 256 GB.

The Technical Working Group (TWG) called the End-User if the request of the supplier be granted.

The End-User agreed.

The Vice Chairman asked the supplier for any concern.

The Supplier answered that he will relay the matters discussed to his co employees for them to finalize the required specifications. He added that if ever there are corrections/suggestions from their office, they will call the BAC office.


The Vice Chairman said that you can call anytime only within this day because the BAC Secretariat will post in the Bid Bulletin whatever corrections agreed today.

The Vice chairman asked any queries, there is none.

One of the BAC Secretariat offered to the prospective bidder to get a copy of the slip which contains the requirements, that is if they want to buy the bidding documents.

Meeting adjourned at 3:10 P.M.

We hereby certify the correctness of this minutes.



**RYAN CHESTER G. FONG, MAEng.**  
Head, BAC Secretariat



**MA. EUNICE A. NIÑOFRANCO**  
BAC Secretariat

Conformed:



**RAMIL B. ARANTE, Ph.D.**  
BAC Vice Chairman