



CARAGA STATE UNIVERSITY

MINUTES OF MEETING

MINUTES OF MEETING ON THE PRE-BID CONFERENCE ON THE SUPPLY AND DELIVERY OF ICT EQUIPMENT AND APPURTENANCES

Date of Meeting : July 12, 2019

Venue/Time : CSUCC CONFERENCE ROOM / 9:00 AM

Attendees :

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| 1) Dr. Flordeliza G. Alburo | - BAC Chairperson |
| 2) Dr. Esther D. Tandog | - BAC Member |
| 3) Prof. Maria Tita C. Castillon | - BAC Member |
| 4) Mr. Ryan O. Cuarez | - TWG |
| 5) Mr. Jodel C. Angeles | - TWG |
| 6) Mr. Anthony Miñoza | - End User |
| 7) Mr. Ryan Chester G. Fong | - BAC Head Secretariat |
| 8) Ms. Wenie O. Catubig | - BAC Secretariat |
| 9) Mr. Jither Dela Cruz | - End User |
| 10) Ms. Elloie Ann Gapol | - Data World Representative |



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TOPICS	ISSUES	RESOLUTIONS	TIMETABLES
<p>PRE BID CONFERENCE ON THE SUPPLY AND DELIVERY OF ICT EQUIPMENT AND APPURTENANCES (ABC: 1,854,000.00)</p>	<ul style="list-style-type: none"> • Review and Clarification of legal & Technical requirements of the contract. • Clarification of the provision in the ITB, BDS, General Conditions of the Contract (GCC) and Special Conditions of the Contract (SCC) 	<p>After the review of the documents, the following changes have been made:</p> <ol style="list-style-type: none"> 1. Partial bid (by lot) is allowed with the corresponding bid docs fee: Lot 1 (Computer) – P2,000 Lot 2 (Appurtenances) – P1,000 2. Section 12.1 (a) (ii) Add the statement: If the Income Tax Return (ITR) of the owner is a consolidation of all its unit branches then, the <i>“Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid”</i> shall include all of its unit branches which to be prepared by the respective branch managers. 3. Label the lots Lot 1 (Supply & Delivery of Computers) Lot 2 (Supply & Delivery of Appurtenances) 4. Divide Bid Security by Lot: <ul style="list-style-type: none"> ✓ The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> Lot 1 <ul style="list-style-type: none"> • The amount of not less than PhP 21,760.00 [2% of PhP 1,088, 	



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		<p>000.00], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or amount of not less than PhP 54,400.00 [5% of PhP 1,088, 000.00] if bid security is in Surety Bond.</p> <p>Lot 2</p> <ul style="list-style-type: none">• The amount of not less than PhP 15,320.00 [2% of PhP 766,000.00], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or amount of not less than PhP 38,300.00 [5% of PhP 766,000.00] if bid security is in Surety Bond. <p>5. Original documents to be presented during the purchase of Bid Docs:</p> <ol style="list-style-type: none">a. Mayor's Permitb. Company I.D.c. SPA (If Liaison Officer) <p>6. Change the label "Specification" to "Required Minimum Specification"</p> <p>7. Change the specification for Desktop core i3</p>	
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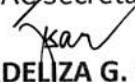
		<p>from 4th Gen to 7th Gen</p> <p>8. Include in the specification for Laptop - Processor: Core i3 7th Gen or Higher</p> <p>9. Section 17.4 (SCC) Add the statement: "Full replacement warranty for any defect of any part thereof and free back up unit in case the equipment requires repair for long period of time during the warranty."</p>	
Adjournment	12:15 PM		

I hereby certify to the correctness of this minutes.

Prepared by :


RYAN CHESTER G. FONG
BAC Secretariat

Conforme :


FLORDELIZA G. ALBURO, Ph.D.
BAC Chairperson