



CARAGA STATE UNIVERSITY

MINUTES OF MEETING

MINUTES OF MEETING ON THE PRE-BID CONFERENCE ON THE PROVISION OF *JANITORIAL SERVICES* FOR THE OPERATION OF CSU – CABADBARAN CITY

Date of Meeting : November 5, 2020

Venue/Time : via Zoom / 10:30 AM

Attendees :

- | | |
|-----------------------------------|--|
| 1) Dr. Flordeliza G. Alburo | - BAC Chairperson |
| 2) Dr. Ramil B. Arante | - BAC Vice Chairman |
| 3) Dr. Esther D. Tandog | - BAC Member |
| 4) Mr. Anthony Miñoza | - BAC Member |
| 5) Prof. Ma. Tita Castillon | - BAC Member |
| 6) Ms. Gigi Miñoza | - TWG |
| 7) Ms. Nova Estenzo | - TWG |
| 8) Mr. Ramier Fudalan | - TWG |
| 9) Mr. Ronilo Biongog | - End-user |
| 10) Mr. Ryan Chester G. Fong | - BAC Head Secretariat |
| 11) Ms. Wennie O. Catubig | - BAC Secretariat |
| 12) Ms. Ma. Eunice A. Niño franco | - BAC Secretariat |
| 13) Ms. MARY BRIGITTE TANJAY | - COA Representative |
| 14) Ms. Jocelyn Barrientos | - Axzeen Security Agency |
| 15) Mr. Maximiano M. Amamio, Sr. | - UFSWCA Security Agency |
| 16) Mr. Jerick Clemente | - Danny's Janitorial & Manpower Services |



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TOPICS	ISSUES	RESOLUTIONS	TIMETABLES
PRE-BID CONFERENCE ON THE PROVISION OF JANITORIAL SERVICES FOR THE OPERATION OF CSU – CABADBARAN CITY ABC – ₱ 740, 742.48	In order to prevent failure on the bidding of THE PROVISION OF JANITORIAL SERVICES FOR THE OPERATION OF CSU – CABADBARAN CITY, a BAC Member comprehensively discussed, reviewed, and explained the bidding documents, particularly the Invitation to Bid, Eligibility Requirements, Technical Documents, Bid Data Sheet and Technical Specifications, to the prospective bidders present during the conference.	After the review of the documents and suggestions from the prospective bidders, the following changes have been made: 1. One (1) year provision of janitorial services for five (5) days work instead of seven (7) (Section VI. Schedule of Requirements) 2. Include “List of Completed Similar Project” in the Bid Data Sheet 3. All photocopied/not original documents should be stamped with Certified True copy (CTC).	
Adjournment	12:01 PM		

I hereby certify to the correctness of this minutes.

Prepared by :


MA. EUNICE A. NIÑOFRANCO
BAC Secretariat


RYAN CHESTER G. FONG
BAC Secretariat

Conforme :


FLORDELIZA G. ALBURO, Ph.D.
BAC Chairperson