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Republic of the Philippines
Power Sector Assets and Liabilities Management Corporation
24th Floor Vertis North Corporate Center 1
Astra corner Lux Drives, North Avenue, Quezon City
Telephone No. (632) 8248-4861
<https://www.psalm.gov.ph>

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Minutes of Pre-Bid Conference

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Procurement of Various IT Equipment
(Project Reference No. 2021-PB-VITE-051-01)

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Bids and Awards Committee (BAC)

16 Atty. Glenda Leah A. Caringal Vice Chairperson
17 Mr. Ronald V. Siquioco Member
18 Atty. Frederick R. Tamayo Member
19 Mr. Edgar C. Cabrera Member
20 Mr. Rey Evince R. Valencia Member-Alternate

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Technical Working Group (TWG)

22 Mr. Ernesto Y. Tinaan Jr. Chairperson
23 Ms. Rubylyn S. Lumactod Member
24 Ms. Fatima Jaira L. Aldeguer Member
25 Atty. Cristina C. Lim Member

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BAC Secretariat

27 Ms. Maria Anna R. Dela Cruz Member
28 Ms. Mary Grace E. Catarin Member
29 Ms. Annaliza C. Lopez-Cruz Member
30 Ms. Aya N. Jacildo Member

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Bidders

32 Ms. Abegail Malong Lightnet Connect Systems Corp.
33 Mr. Rannel Verdeflor Quartz Business Products Corp.
34 Mr. Romeo M. Doroja Accent Micro Technologies Inc
35 Ms. Camille Kilakiga-Dela Peña Integrated Computer Systems, Inc.
36 Mr. William Yu Integrated Computer Systems, Inc.
37 Mr. OJ Kyle Jenezis S. Salazar DCI Int'l I.T. Solutions & Services Corp.
38 Ms. Ermiza Torrero Advance Solutions Inc.

41 The pre-bid conference for the above project, held via ZOOM Cloud Meetings APP,
42 was called to order at 01:10 PM on 10 August 2021, and was presided by the BAC Vice-
43 Chairperson, Atty. Glenda Leah A Caringal.

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1. Business Matters:

47 The BAC Secretariat informed the BAC Vice-Chairperson that the BAC has a
48 quorum.

49 The BAC Secretariat informed the BAC that observers were invited but stated that
50 though invited, no observers attended the pre-bid conference.
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 53 The BAC Vice-Chairperson acknowledged the presence of the members of the BAC,
 54 TWG and representatives of the Bidders.

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 56 The BAC then proceeded with the pre-bid conference.

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 58 **2. Presentation of the Bidding Document and Clarification from the Bidder**

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 60 ○ The TWG presented and discussed the Bidding Documents.
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 62 ○ The following are the comments from the bidders and the responses of the TWG:

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 64 On Section III Bid Data Sheet ITB Clause 5.3, regarding contracts similar to the
 65 project:

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Bidder's Representative	Question/Clarification	TWG's Response
Mr. Doroja	Is it necessary for the SLCC to be the same as the project title? What should be the amount of the SLCC?	It is not required to be the same as the project title, as long as the SLCC is about the supply and delivery of laptops, scanners (feeder), portable printers, or projectors. The amount of the SLCC should be at least 50% of the ABC as indicated in the Instruction to Bidders.

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 68 On Section VI Schedule of Requirements regarding the delivery schedule and
 69 warranty period:

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Bidder's Representative	Question/Clarification	TWG's Response
Mr. Doroja	Suggested extending the delivery schedule to 90-120 calendar days due to the shortage of materials and components caused by the surge of global demand for ICT Equipment.	The TWG will discuss and recommend to the BAC for issuance of SBB, if necessary.

Bidder's Representative	Question/Clarification	TWG's Response
Mr. Salazar	Agreed with Mr. Doroja regarding the shortage of materials; however, he suggested extending the delivery schedule to 120-150 calendar days.	
Mr. Salazar	Suggested considering one (1) year warranty for the laptop peripherals and a 1-2 years warranty for the projectors.	The TWG will retain the three (3) years warranty.

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On Section VII Technical Specification Items I.A Laptop Computer and I.B Admin Laptop Computer:

Bidder's Representative	Question/Clarification	TWG's Response
Mr. Yu	Asked if the TWG would consider laptops with a built-in number pad instead of providing a USB number pad accessory.	The TWG will discuss and recommend to the BAC for issuance of SBB, if necessary.
Mr. Doroja	Asked if the TWG would consider two (2) USB 3.1 Gen 1 ports for Item I.A and I.B since modern laptop designs are slimmer and the majority cannot accommodate more than two (2) USB 3.1 Gen 1 ports.	The TWG responded that the bidders could provide USB hubs to comply with the technical specification.
Mr. Verdeflor	Inquired if they can offer 15 inches display screen for Item I.B.	The TWG responded that 17 inches display screen is required.
	Inquired if they can offer different brands for Items I.A and I.B	The TWG replied in the affirmative.
Mr. Salazar	Inquired if they can offer different brands for cooling pad with fan and laptop.	The TWG responded that the cooling pad with fan should be the same brand as the laptop.
	Inquired if they can offer different brands for External DVDRW Drive and laptop.	The TWG will discuss and recommend to the BAC for issuance of SBB, if necessary.

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Others:

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Bidder's Representative	Question/Clarification	TWG's Response
Mr. Verdeflor	Inquired if there are no ABC per item	The TWG replied in the affirmative.
	Asked if the battery is included in the three (3) year warranty.	The TWG replied in the affirmative.

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The BAC then asked each representative of the Bidders for any questions or clarification, to which all responded none.

Moreover, the BAC informed the Bidders that in case they may have additional inquiries and clarifications, they can send them through the official e-mail address of the BAC Secretariat as indicated in the Bidding Documents.

3. Adjournment:

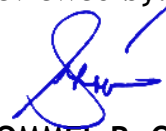
Thereafter, having no further clarifications from the prospective bidders and no other matters to be discussed, the pre-bid conference was adjourned at 02:11 PM.

Prepared by:



AYA N. JACILDO
BAC Secretariat Member

Reviewed by:



ROMMEL R. OIRA
BAC Secretariat Head

Approved by:



GLENDA LEAH A. CARINGAL
BAC Vice-Chairperson

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