

## **BIDS AND AWARDS COMMITTEE**

### **MINUTES OF THE MEETING**

September 4, 2020, 1:00 PM  
FPA Building, BAI Compound,  
Visayas Ave., Diliman, Quezon City

#### **Attendance:**

<b>Name</b>	<b>Bids and Awards Committee</b>
Digna M. de Leon	: Chairperson
Suzettie M. Alcaide	: Member
Aurea V. Cagayat	: Member
Wilbert Newton T. Pollisco	: Member, BAC Head Secretariat
Shanelle T. Napoles	: Member, BAC Secretariat
John Rajah M. Anareta	: Member, BAC Secretariat
Amelia P. Urquia	: Member, BAC Secretariat
Sharmaine D. Tecson	: Chairperson, TWG
Mirasol O. Bacarisas	: Vice-Chairperson, TWG
Alvin B. Domondon	: Member, TWG
Ricardo Rosario Jr.	: Supplier; Columbia Technologies, Inc.
Genevieve Battung	: Supplier; PRONET Systems Integrated Network Solutions
Marilou Moreno	: Supplier; PRONET Systems Integrated Network Solutions
Philip Anthony Berja	: Supplier; PRONET Systems Integrated Network Solutions
Michael Vincent Gersalino	: Supplier; Link Network Solutions Inc,
Glenda Bibit	: Supplier; TEKZONE Computer Sales and Services, Inc.

#### **I. Call to Order**

The meeting was called to order by Ms. Digna M. de Leon, BAC Chairperson, at 1:00 PM.

#### **II. Agenda of the meeting**

The agenda for the meeting was the Pre-Bid Conference for the Procurement of ICT Equipment Batch 2 for FY 2020:

Lot I – Laptop with ABC = PhP 2,500,000.00

Lot II – Printer Monochrome Laser with ABC = PhP 200,000.00

#### **III. Highlights of the Meeting**

##### Pre-Bid Conference for the Procurement of ICT Equipment Batch 2 for FY 2020

a) Lot I – Laptop with ABC = Php 2,500,000.00

The following revisions in the Technical Specifications were agreed by the suppliers and the end-user.

- Addition of 'HD 1366 x 768' on the Display Screen;
- The weight was removed;
- For Standard I/O Ports: 'One (1) USB 2.0 port' was removed;
- The power supply was changed from 65w AC Adaptor to 'Manufacturer's Power Supply' and removal of headphone out/speaker jack replaced with 'combo jack'; and
- The battery pack was changed from 6 cell to 'Manufacturer's Battery'

b) LOT II - Printer Monochrome Laser with ABC = PhP 200,000.00

No changes under Lot II - Printer Monochrome Laser were revised.

#### **IV. Other Matters**

A supplier confirmed if they are required to submit two (2) sets of documents/requirements if they shall be bidding on both Lots. Mr. Pollisco said that one (1) set is enough for both lots.

Another supplier asked for the delivery period of the procured equipment. Mr. Pollisco verified that it should be delivered within 60 days as indicated in the Bid Documents.

A supplier asked the location for the delivery. Mr. Pollisco answered that all will be delivered in the FPA Central Office, Quezon City.


#### **V. Adjournment**

The meeting was adjourned at 2:15 PM.

Prepared by:

*(sgd.)*  
**SHANELLE T. NAPOLES**  
BAC Secretariat

Noted by:

  
**DIGNA M. DE LEON**  
BAC Chairperson