



Republic of the Philippines
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

Bids and Awards Committee (Regular)

SPMO, Rambutan Road, College, Laguna

Tel. Nos. (049) 544-0382

uplb.bacsecretariat@gmail.com

<http://www.bac.uplb.edu.ph>

MINUTES OF PRE-BID CONFERENCE

SPMO, Conference Room

19 JULY 2017 - 3:31 p.m

UPLB-S-057-8-17

**SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING, TESTING
AND TRAINING OF AUDIO VISUAL EQUIPMENT**

Present:

Bids and Awards Committee:

For. Roberto P. Cereno - *Chairman*

Mr. Allan B. Anoyo- *Vice - Chairman*

Engr. Teodulfo S. Delgado - *Regular Member*

Prof. Zoilo D. Belano Jr. - *Provisional Member*

Mr. Vernon I. Velasco - *Provisional Member*

Legal Consultant:

Atty. Paul Kenneth B. Davis

BAC Secretariat:

Ms. Liza G. Custodio - *BAC SEC Chair*

Ms. Gelina A. Zerrudo - *Member/Secretary*

Ms. Mary Ann E. Mateo - *Member/Secretary*

Ms. Rhea G. Aquino - *Member/Secretary*

Observers:

Dr. Virgilio V. Garcia - *PAFT*

Ms. Elena Y. Pasuquin-*ICO*

End-user:

Mr. Erick Repoldo-*Biomech CEAT*

The Pre-bid Conference for the **UPLB-S-057-8-17 SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING, TESTING AND TRAINING OF AUDIO AND VISUAL EQUIPMENT** was held on 19 July 2017 at 3:31 p.m. presided by For. Roberto P. Cereno.

Other persons in attendance were:

Prospective Bidders/Representatives

Ms. Daisy Alvarez - 16/35mm Production Supply

Mr. Noel Pineda - The Brain Corp.

Matters Discussed:

The BAC discussed the requirements in the Philippine Bidding Documents for proper filling-up of necessary forms and guidance in the submission of bids by the prospective bidders.

Moreover, the technical specifications were reviewed with the following corrections:

Lot 2, Item 1: Document Projector/Camera, Branded and Brand New

The warranty should be one (1) year on parts and with availability of after sales on services

Lot 2, Item 2: DLP Projector, Brand New and Branded

The warranty should be 2 years on parts and availability of after sales services.



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Lot 2, Item3: Sound System, Branded and Brand New

All accessories and peripherals must be of the same brands except microphone
The warranty should be One (1) year on parts and services

The delivery term was set to thirty (30) calendar days upon receipt of the Notice to Proceed.

The changes will be posted as Bid Bulletin at the PhilGEPS, BAC UPLB websites and in conspicuous place.

The deadline of submission of bids is on 02 August 2017, 2:00 pm.

There having no other remaining topics for discussion, the pre-bid conference adjourned at 3:52 pm.


PREPARED:


GECINA ZERRUDO
BAC Secretariat, *Member/Secretary*
21 July 2017

CONCURRED WITH:


LIZA G. CUSTODIO
BAC Secretariat, *Chair*

APPROVED:


ROBERTO P. CERENO
BAC Regular, *Chair*

