



MINUTES OF PRE-BID CONFERENCE

UPLB-S-052-7-17 Supply and Delivery of UPLB Varsity Sports Uniform
SPMO, Conference Room
12 JULY 2017

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*

BAC Secretariat:

Ms. Liza G.Custodio – *BAC SEC Chair*
Ms. Judith D. Unson –*Member/Secretary*
Ms. Gelina A. Zerrudo- *Member/Secretary*
Ms. Mary Ann E. Mateo- *Member/Secretary*
Ms. Rhea G. Aquino - *Member/Secretary*

Bidders:

Ms. Marilyn Colon – *Woman Fine Clothing*
Ms. Rachel Largo – *Angel's Sportswear*

End-user:

Mr. Brendan John Magana - *DHK*

The Pre-bid Conference for the **UPLB-S-052-7-17 SUPPLY AND DELIVERY OF UPLB VARSITY SPORTS UNIFORM** was held on 12 July 2017 at 4:35 p.m. and was presided by For. Roberto P. Cereno.

Matters discussed:

The Pre-bid Conference was attended by *one (1)* end-user from DHK, two *(2)* Bidders from Woman Fine Clothing and Angel's Sportswear.

The requirements of Philippine Documents were discussed by the BAC. The Technical Specifications were discussed with the Bidders.

The BAC required the submission of sample clothing materials to the end user for approval and issuance of certificate of sample inspection. Sample materials will be provided by the end-user for each of the above items before the submission of bids. The design and use of UP Logo and Oblation will be clarified by the end-user for approval by the UPLB Office of the Chancellor /Office of Public Relations. The end user was also asked to specify printing process (ie. sublimation or silk screen printing).

The delivery date shall be 45 Calendar Days upon receipt of Notice to Proceed.

The changes shall be posted as Bid Bulletin at the BAC and PhilGEPS websites. The excel format shall be posted at the BAC website.

The deadline of submission of bids will be posted as Bid Bulletin.

There having no other remaining topics for discussion, the pre-bid conference was adjourned at 5:10 pm.



Republic of the Philippines
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS
Bids and Awards Committee (Regular)
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59 **PREPARED:**

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61 (SGD)

62 GELINA ZERRUDO

63 BAC Secretariat, *Member/Secretary*

64 14 July 2017

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67 **APPROVED:**

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69 (SGD)

70 ROBERTO P. CERENO

71 BAC Regular, *Chair*

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CONCURRED WITH:

(SGD)

LIZA G. CUSTODIO

BAC Secretariat, *Chair*