



MINUTES OF PRE-BID CONFERENCE

SPMO, Conference Room
26 JULY 2017

UPLB-S-052-7-17

SUPPLY AND DELIVERY OF UPLB VARSITY UNIFORM

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. Judith D. Unson – *Member/ Secretary*
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. Brendan John Magana – *DHK*

The Pre-bid Conference for the **UPLB-S-052-7-17 SUPPLY AND DELIVERY OF UPLB VARSITY UNIFORM** was held on 26 July 2017 at 3:10 p.m. presided by For. Roberto P. Cereno.

Other persons in attendance were:

Prospective Bidders/Representatives:

Ms. Rachel Largo - *Angel's Sportswear*
Ms. Marilyn Colon – *Woman Fine Clothing*
Ms. Christine Criste – *Adten General Merchandise*

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:

Item 1: Varsity Jacket

- Unit of item should be “pcs” instead of “set”

Item 2: Judo Team Uniform (Material)

- Include “IJF Certified” on Double Weave



- 56 **Item 3: Karate Team Uniform (Design)**
57 • The design will be clarified by the end-user (with or without lining)
58

- 59 **Item 7: Coaches Uniform (Material)**
60 • Include "Honey Comb" on 1st Class Lacoste
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- 62 **Item 8: Lawn Tennis Team Uniform (Material)**
63 • Include "Honey Comb" on 1st Class Lacoste
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65 The BAC required the end-user to present sample clothing materials to the prospective bidders for
66 compliance. The end-user shall issue a certificate of sample material inspection to them. The winning bidder
67 must provide size sample of uniform to the end user (except for Cheer dance uniform).
68

69 The delivery term was set to forty (45) calendar days upon receipt of the Notice to Proceed.
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71 The changes will be posted as Bid Bulletin at the PhilGEPS, BAC UPLB websites and in a conspicuous place
72 within the University.
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74 The deadline of submission of bids is on 09 August 2017, 1:15 pm.
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76 There having no other remaining topics for discussion, the pre-bid conference adjourned at 3:47 pm.
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79 **PREPARED:**

80 (SGD)
81 GELINA ZERRUDO
82 BAC Secretariat, *Member/Secretary*
83 28 July 2017
84
85

CONCURRED WITH:

(SGD)
LIZA G. CUSTODIO
BAC Secretariat, Chair

86
87 **APPROVED:**

88 (SGD)
89 ROBERTO P. CERENO
90 BAC Regular, *Chair*
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