



MINUTES OF PRE-BID CONFERENCE

SPMO, Conference Room
30 AUGUST 2017

UPLB-S-066-9-17

**SUPPLY AND DELIVERY OF WINDOW TYPE INVERTER AIRCONDITIONING UNITS
ABC PhP554,340.00**

Present:

Bids and Awards Committee (BAC):

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*
Ms. Jasmin Mary D. Dalena - *Member/Secretary*

Observer:

Dr. Virgilio V. Garcia – *PAFT*

The Pre-bid Conference for the UPLB-S-066-9-17 SUPPLY AND DELIVERY OF WINDOW TYPE INVERTER AIRCONDITIONING UNITS was held on 30 August 2017 at 2:23 p.m. presided by For. Roberto P. Cereno.

Other person in attendance was:

Prospective Bidder/Representative:

Mr. Moises Narciso – *Fel-Aire Eng'g.*

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. The summary of the requirements for the project is indicated in the Checklist of Requirements for bidders. (Attachment 1)

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

Lot 1 Item 1: Speed Control

- Removed the word "of" between the words "Speed" and "Control"

Lot 2 Item 1: Cooling Capacity/Watts/Refrigerant

- Cooling Capacity: "7,500" was removed, it must be "18,750 KJ/H".
- Watts: "710" was removed, it must be 1,785.
- Refrigerant must be R410A.

The warranty was set to *one (1)* year on parts and service and 5 years on compressor. The delivery term was set to *thirty (30)* calendar days upon receipt of the Notice to Proceed.

The required and corrected specifications are presented in Attachment 2.



Republic of the Philippines
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS
Bids and Awards Committee (Regular)
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57 The changes will be posted as Bid Bulletin at the PhilGEPS and BAC UPLB websites and in a conspicuous
58 place within the University.

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60 The deadline for submission of bids is on 13 September 2017, 1:00 pm.

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62 There having no other remaining topics for discussion, the pre-bid conference adjourned at 2:40 pm.

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65 **PREPARED:**

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67 SGD
68 GELINA ZERRUDO
69 BAC Secretariat, *Member/Secretary*
70 1 September 2017

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73 **APPROVED:**

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75 SGD
76 ROBERTO P. CERENO
77 BAC Regular, *Chair*

CONCURRED WITH:

SGD
LIZA G. CUSTODIO
BAC Secretariat, Chair