



MINUTES OF PRE-BID CONFERENCE

SPMO, Conference Room
30 AUGUST 2017

UPLB-S-014-9-17
GLASS AND MIRROR REPLACEMENT FOR DORMITORIES
UPLB Housing Office/ ABC Php201,000.00

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. Rhea G. Aquino - *Member/Secretary*
Ms. Jasmin Mary D. Dalena - *Member/Secretary*

Observer:

Dr. Virgilio V. Garcia – *PAFT*
Ms. Elena Y. Pasuquin - *ICO*

End-user:

Mr. Victor Jason R. Ella – *UHO*

The Pre-bid Conference for the UPLB-S-014-9-17 GLASS AND MIRROR REPLACEMENT FOR DORMITORIES (UHO) was held on 30 August 2017 at 2:41 p.m. presided by For. Roberto P. Cereno, Chair.

Other persons in attendance were:

Prospective Bidders/Representatives:

Mr. Alejo Franco Catapang – *Milouch Enterprises*
Mr. Bernie Cagalcal – *Milouch Enterprises*
Mr. Nelson Lu – *Kim-Kat Enterprise*

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, Items 1-11: Clear Glass

- Dimensions: Thickness was changed from 0.25 inches to 6 mm.



56 **Lot 1, Item 12: Facial Mirror**

- 57
- Frame must be anodized aluminum silver frame.
 - Must be clear with marine plywood back cover.
 - Must be with felt paper.
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60 Items must be delivered to ten (10) UHO student dormitories and must be in good condition upon delivery.

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

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64 The required and corrected specifications are presented in Attachment 2.

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66 The changes will be posted as Bid Bulletin at the PhilGEPS and UPLB BAC websites and in a conspicuous

67 place within the University.

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70 The deadline for submission of bids is on 13 September 2017, 1:15 pm.

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72 There having no other remaining topics for discussion, the pre-bid conference adjourned at 3:12 pm.

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75 **PREPARED:**

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77 SGD

78 JASMIN MARY D. DALENA

79 BAC Secretariat, *Member/Secretary*

80 31 August 2017

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75 **CONCURRED WITH:**

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77 SGD

78 LIZA G. CUSTODIO

79 BAC Secretariat, *Chair*

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83 **APPROVED:**

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85 SGD

86 ROBERTO P. CERENO

87 BAC Regular, *Chair*