



Republic of the Philippines  
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

Bids and Awards Committee (Research)

SPMO, Rambutan Road, College, Laguna

Tel. No. (049) 544-0382

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- 124 • Bidders must fill-up the bid proposal form, if the bidders leave anything blank on the itemized bid  
125 proposal form, their bid will be considered non-responsive. In case there is discrepancy in the amount  
126 in words and amount in figures in the bid proposal, the amount in words shall prevail. In the event of  
127 incorrect computation, the BAC and TWG will review the arithmetical computation to correct the error.  
128
- 129 • The Bidding Documents Fee is PhP500.00. For reference, kindly find the page 3-4 of Invitation to Bid  
130 in PBD.  
131
- 132 • If found to have the Lowest Calculated Bid (LCB), the bidder must submit the following within five (5)  
133 calendar days upon receipt of Notice:  
134 1. Income Tax Return and Business Tax Returns;  
135 2. Registration with the BIR EFPS and;  
136 3. Notarized Accomplished UP System Questionnaire for Prospective bidders.  
137
- 138 • Bidders must seal all the envelopes properly and sign the sealed part.  
139
- 140 • All envelopes must be properly marked.  
141
- 142 • Documents must be arranged according to the checklist.  
143
- 144 • Supplier must have a Land Bank Account in any branch within the country since payment due to  
145 suppliers/creditors shall be made thru Advise to Debit Account (ADA).  
146
- 147 • Bidders should attach the BIR stamped received Audited Financial Statement (AFS) for the last two  
148 (2) years audited by Board of Accountancy (BOA) accredited auditor to support the Net Financial  
149 Contracting Capacity (NFCC) computation.  
150
- 151 • Bidders must submit authentic brochures from the manufacturer of items to be bid.  
152

153 The suggestions and comments regarding the technical specifications are presented in Attachment 2. The technical  
154 specifications were revised with the following suggested corrections:  
155

156 **Lot 1, Item 4: Test tube rack**

- 157 • "plastic, for 18mm by 150 mm test tubes" was added to the specifications of the item.  
158

159 **Lot 1, Item 8: Cover slip**

- 160 • This item was removed from the bidding.  
161 • "Cover slip (200pcs/box; Borosilicate glass; 19 x 19 x 0.5mm thick)" was removed from the bidding.  
162

163 **Lot 1, Item 10: Rod**

- 164 • This item was removed from the bidding.  
165 • "Rod ( L-shaped; Glass, Autoclaveable; Individually wrapped; diameter: diameter 2.5 ~ 14mm; Length: 100  
166 ~ 4000mm;right angle, angle of 135 DEG)" was removed from the bidding.  
167

168 **Lot 1, Item 11: Glass slides**

- 169 • This item was removed from the bidding.  
170 • "Glass slides (72pcs/box, plain glass, 25.4x76.2mm; Thick : 1mm-1.2mm; Borosilicate glass)" was  
171 removed from the bidding.  
172

173 **Lot 1, Item 12: Cling wrap**

- 174 • Dimensions are for clarification by the end-user.  
175

176 **Lot 2, Item 11: Filter paper**

- 177 • "CAT No 1001 125," was removed from the specifications of the item.  
178  
179

180 Delivery period was set to 15 Calendar Days upon the receipt of Notice to Proceed. Delivery place for all items is at  
181 Institute of Plant Breeding (IPB), UP Los Baños, Laguna.  
182

183 Other details will be reviewed and finalized by the end-users and TWG which will be posted as the revised  
184 technical specifications at the PhilGEPS and UPLB BAC Website and in conspicuous places within the  
185 University.  
186



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187 The suggestions and comments regarding the technical specifications will be posted as bid bulletin. The  
188 BAC, TWG, end-users and present prospective bidders agreed on the Legal, Technical and Financial  
189 requirements as discussed.  
190

191 The deadline for submission of bids is on or before 1:15 PM of 20 September 2019. Opening shall not be  
192 earlier than the said time and date.  
193

194 There having no other remaining topics for discussion and no further questions, concerns and issues were  
195 raised, the pre-bid conference adjourned at 3:55 pm.  
196  
197

198 **PREPARED:**

199   
200  
201 **JASMIN MARY D. DALENA**  
202 *BAC Secretariat, Member/Secretary*  
203 09 September 2019  
204

205 **CONCURRED WITH:**

206   
207  
208 **LIZA G. CUSTODIO**  
209 *BAC Secretariat, Chair*

210 **APPROVED:**

211   
212  
213 **AMADO A. ANGELES (SGO)**  
214 *BAC Research, Chair*