



Republic of the Philippines
CAVITE STATE UNIVERSITY
CCAT Campus
(Formerly Cavite College of Arts and Trades)
Rosario, Cavite
☎ (046) 437-9505 / 📠 (046) 437-1109
cvsu.supply@gmail.com
www.cvsu-rosario.edu.ph

Minutes of Preliminary Conference for Negotiated Procurement

Present were:

BAC, Chairperson	-	Ms. Elizabeth R. Dumlao, DBA
BAC, Member	-	Mr. William P. Luseco, Ed.D
BAC, Member	-	Mr. Aries M. Gelera
BAC, Member	-	Ms. Melita D. Hernandez
TWG, Chairperson	-	Mr. Ariel G. Santos, Ed.D
TWG, Chairperson	-	Mr. Regie C. Delos Reyes
BAC Secretariat	-	Ms. Racquel A. Catalan

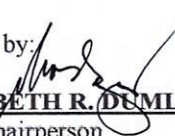
- I. The Preliminary Conference for Negotiated Procurement of “Supply and Delivery of ICT Supplies and Equipment for CCAT EL Studio” amounting to Three Million One Hundred Fifty Thousand Four Hundred Forty-Nine & 29/100 with delivery period of 30 days, held in Supply Office Conference room and was called to order at 2:08 p.m. of April 05, 2022 presided by the BAC Chairperson, Dr. Elizabeth R. Dumlao.
- II. 75% of BAC members attended the Preliminary conference. Dr. Dumlao informed the prospective bidders about the two failed biddings of the project dated February 21, 2022 and March 9, 2022.
- III. Dr. Dumlao welcome all the members and the prospective bidders who attended the preliminary conference. The prospective bidders were Huawei company represented by Mr. Rafael and Ms. Kay Legario and Wedingco Enterprise represented by Rosemarie Billete. Both companies attended the first pre-procurement conference-online last January 10, 2022.
- IV. At 2: 12 p.m. Mr. Aries Gelera who has a working knowledge of related technical areas, stated the technical specifications, quantity of the ICT supplies and equipment included in the bid data sheet of the project for electronic-learning hub, multimedia center and demonstration laboratory.
- V. After the presentation of the bid data sheet, Dr. Dumlao assigned the BAC members to present in detail the technical specifications for the prospective bidders.
- VI. Dr. Luseco strongly suggested that the operating system should be properly licensed.

- VII. Mr. Aries added that there should be a uniform brand for the components of the desktop computers.
- VIII. Dr. Luseco reminded that the installation of units should be done by the winning bidder to conform the warranty after sales.
- IX. Mr. Angeles of Huawei company clarified if they can offer 65" smart tv, if the 70" unit is not available.
- X. Mr. Aries answered that there is no big difference from 65" to 70" smart tv.
- XI. Dr. Dumlao informed the prospective bidders that the quotation will be subjected for further evaluation and post qualification requirements.
- XII. Ms. Billete of Wedingco Enterprise confirmed the approved budget for desktop computer.
- XIII. Dr. Dumlao answered that the approved budget for the project is more specific on a lot basis than per item or unit.
- XIV. Ms. Billete also asked if they can offer different brand for the equipment.
- XV. Dr. Dumlao answered they can offer different brand but of equal or higher quality than that of the posted technical specifications.
- XVI. Ms. Racquel reminded the prospective bidders that the cost of bidding documents is 5,000.00 pesos to be paid to the cashier's office.
- XVII. Dr. Dumlao informed that the submission of filled out request for quotation and technical requirements will be on April 18, 2022, 2:00 pm at CvSU-CCAT Supply Office.
- XVIII. After all clarifications made, the Preliminary Conference for Supply and delivery of ICT Supplies and equipment adjourned at 2:47 pm.

Prepared by:


MARY ANN M. DUCHA
BAC, Secretariat

Verified by:


ELIZABETH R. DUMLAO, DBA
BAC, Chairperson