



Republic of the Philippines
DON HONORIO VENTURA STATE UNIVERSITY
Villa de Bacolor, Pampanga

PRE-BID CONFERENCE

**SUPPLY, DELIVERY AND INSTALLATION OF TRANSFORMERS
(including re-location of transformers) FOR VARIOUS BUILDING AT DHVSU
MAIN CAMPUS, BACOLOR, PAMPANGA**

ABC: P 5,758,609.29

MINUTES OF THE MEETING
November 12, 2019
BAC Office, University Food Center

Present:

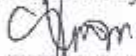
VP Ranie B. Canlas	Chairman, BAC (Goods and Services)
VP Reden M. Hernandez	Vice-Chair, BAC (Goods & Services)
VP Reynaldo C. Nicdao	Member, BAC (Goods & Services)
Mr. Luisito B. Reyes	Member, BAC (Goods & Services)
Dr. Robin B. Dimla	Member, BAC (Goods & Services)
Mr. Joel C. Soto	Provisional Member, BAC (Goods & Services)
Engr. Marvin D. Basea	EUUR
Engr. Edgardo M. Santos	Member, TWG
Mr. Antonio B. Mercado	Head, BAC Secretariat (Goods and Services)
Dr. Juris C. Ponio	Member, BAC Secretariat (Goods and Services)
Mr. Eric James Jimenez	Representative, Green Axis Corporation
Mr. Henrich J. Pordan	Representative, Danitech Power System, Inc.

On Official Business/Absent:

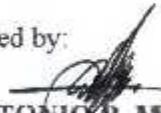
1. The conference was called to order at **10:00 AM.**, presided by the BAC Chairman, after the determination of a quorum by the Head, BAC Secretariat.
2. As confirmed by the Head, BAC Secretariat, one (1) supplier purchased bidding document: Danitech Power System, Inc.
3. The BAC Chair reminded BAC members that the purpose of conducting the Pre-Bid Conference is to discuss the nature of the project, technical specifications and other concerns that may arise during the procurement.
4. The BAC Chairman together with the BAC members advised the prospective bidder to include sample works, materials, brochure, etc. as part of the evidence of compliance during the opening of bids.
5. During the meeting, the following items were raised by prospective bidders for discussion:
 - a. Brand name and country of origin must be identified in the offer
 - b. If there is no available brochure, the use of company letterhead will suffice
 - c. Bidder must be accredited by PELCO II
 - d. Purchase of bid documents is allowed up to one (1) minute before the opening of bids.
 - e. Prospective bidders may request for site inspection to be coordinated with BAC Secretariat
6. The TWG are advised to coordinate with PELCO II with regards to the accreditation requirements.
7. A supplemental bid bulletin will be issued to clarify/amend items in the bid documents.
8. The Minutes of the Pre-Bid Conference will be posted on DHVSU website for transparency purposes.

9. As per schedule, Opening of Bids is on November 25, 2019 at 10:30 a.m.
10. There being no more matters to discuss, the meeting was adjourned at 10:40 am.


Prepared by:


JURIS C. PONIO
Member, BAC Secretariat

Noted by:


ANTONIO B. MERCADO
Head, BAC Secretariat

Attested by:


RANIE B. CANLAS, MSCpE
Chairman, BAC (Goods and Services)