PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Conference

"Procurement of Brand-New Laptop Computer"

Date: 18 April 2024; 1:30 PM
Hybrid (Teleconference via Microsoft Teams and Onsite at PCC Office, 9/F Tower 1, Vertis North Corporate Center, North Avenue, Quezon City

Present:

PBAC Members

1. Chairperson	Dir. Jeson Q. de la Torre
2. Vice Chairperson	Atty. Joseph Melvin B. Basas
3. Regular Member	Joseph D. Bernat
4. Regular Member	Atty. Katrina Margarita D. Lopez
5. Regular Member	Acting Dir. Carlos L. Tolentino II
6. Regular Member	Atty. Christian Loren B. De Los Santos
7. Provisional Member	Allan Roy D. Mordeno

PBAC Secretariat

1. Head	Rommel R. Oira
2. Asst. Head	Ma. Celeste S. Dizon
3. Member	Mark Jayson R. Fajutnao
4. Member	Isabelo Miguel V. Abano
5. Member	Zico Simeone D. Morales
6. Member	Chrislyn Joy P. Sioson
7. Member	Marlon H. Javier
8. Member	Meonel B. Nunez
9. Member	Alleah R. Rebanal
10. Member	Hanna Grace S. Verches

Technical Working Group (TWG)

1. TWG Head/End-user Representative	Mr. Jan Mauie A. Gunio

Bidders

1. 3Tech Innovation Master Corp.	Ms. Raquel Maniquiz
2. Joneco Tech Marketing Corp.	Ms. Angielyn Paderes
3. Arik General Merchandising	Ms. Mercy Vidal
4. Commsource Systems and Integrated Solutions, Inc.	Mr. Angelo Quiambao
5. Infocentric Solutions, Inc.	Mr. Darell Novelozo Ms. Krysthel Joy Paragoso
6. Columbia Technologies, Inc.	Ms. Mary Grace Gregorio
7. Quartz Business Product Corp.	Mr. Erlito Ranoco, Jr.
8. Ynzal Marketing Corp.	Ms. Leah Ms. Jane Dungca
9. Advance Solutions, Inc.	Ms. Meilyn Osil

I. Call to Order

The PBAC Chairperson called the meeting to order at 1:30 PM on the conduct of Pre-Bidding Conference for the **Procurement of Brand-New Laptop Computer.**

<table>
<tr><th>Discussion</th><th>Recommendations/ Agreements</th></tr>
<tr><td>

A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)

- The PBAC Secretariat presented and discussed the Technical and Financial Forms, while the Terms of Reference was presented and discussed by the Head of the Technical Working Group.

B. Project Requirements & Technical Specifications / Terms of Reference

- The End-user discussed the Detailed Technical Specifications.

C. Approved Budget for the Contract (ABC)

- The ABC for this project is PhP4,000,000.00.

D. Date/ Time for the Submission and Opening of Bids

- Deadline for Submission: 30 April 2024, 12:00 NN
- Opening of Bids: 30 April 2024, 1:30 PM

E. Question and Answer. The End-user representative discussed the Technical Specifications.

<table>
<tr><th>Question</th><th>Response</th></tr>
<tr><td>The representative of Joneco Tech Marketing Corp. asked if it is possible to remove the dimension of the width, depth and height since the size (in inch) of screen is already indicated in the specification.</td><td>The End-user answered that the dimensions indicated are the minimum specifications required and the provider can provide any dimension but not more than 14 inches.</td></tr>
<tr><td>The representative of Joneco Tech Marketing Corp. asked if they could offer 16gb memory instead of 8gb memory.</td><td>The End-user answered that the provider can offer 16gb memory.</td></tr>
<tr><td>The representative of Joneco Tech Marketing Corp. asked if they could offer 3 Cell of Battery instead of 4 Cell of Battery.</td><td>The End-user answered that the offer shall be a 4 Cell of Battery as stated in the technical specification.</td></tr>
<tr><td>The representative of Quartz Business Product Corp. asked if the bidding documents are downloadable.</td><td>The PBAC Chairperson answered that the bidding documents are already available at PhilGEPs</td></tr>
</table>

</td><td>

- All queries were clarified. Thus, there is no need to issue a bid bulletin, and that the bid submission will proceed on 30 April 2024 as scheduled.

</td></tr>
</table>

Discussion		Recommendations/ Agreements
	website, PCC website & PCC social media.	
The representative of Joneco Tech Marketing Corp. asked if they could offer other a different brand for the computer lock.	The PBAC Chairperson answered that can provide other locks as long as they are compatible to computer laptop.	
The representative of Joneco Tech Marketing Corp. added if it is possible to offer an equivalent material on the carbon fiber top cover for laptop computer.	The End-user answered that the provider can provide only carbon fiber material as stated in the technical specification.	

II. Adjournment

There being no other matters discussed the pre-bidding conference was adjourned at 1:59 PM

Prepared by:

[SIGNATURE REDACTED]

RALPH RIEL N. GARCIA
PBAC Secretariat Member

Approved by:

[SIGNATURE REDACTED]

JESON Q. DE LA TORRE
PBAC Chairperson [SIG

Signature: [SIGNATURE

Email: rroira@phcc.gov.ph

[For approval] Pre-Bidding Minutes_Brand-New Laptop Computer

Final Audit Report 2024-04-23

Created:	2024-04-23
By:	Procurement PCC (procurement@phcc.gov.ph)
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"[For approval] Pre-Bidding Minutes_Brand-New Laptop Computer" History

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Agreement completed.
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