



Republic of the Philippines
Department of Agriculture
PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY
3/F DA-PCAF Bldg., Department of Agriculture, Elliptical Rd., Diliman, Quezon City
BIDS & AWARDS COMMITTEE
Email: philfidabac@yahoo.com 8273.AGRI (2474) / 8928-8756 to 65 Local 2652

Minutes of the Online Meeting Pre- Bid Conference

Supply and Delivery of Branded & Brand New
Printers and Consumables
TAD- PhP2,635,000.00)

Date and Time: July 28, 2020, 10:40 A.M.

Place: PhilFIDA Online/Virtual Conference

Attendance List:

A. BAC Members

1. Ramon M. Branzuela (Chairperson)
2. Orlando D. Cocal (Vice Chairperson)
3. Remedios VJ. Abgona (Member)

B. BAC Secretariat

1. Marieta A. Rodriguez (Head)
2. Edwin E. Castro (Member)
3. Victor Y. Romano (Member)
4. Apollo T. Domingo (Member)
5. Mohammad J. Kingking (Member)

C. TWG for Information and Communication Technology

1. Joel B. Barquilla (Head)
2. Crisaldo P. Tolentino (Member)

D. End-user/s

1. Marian Joy G. Santos
2. Michael John Biccay (Alternate)

E. Observer

1. Venica Joy B. Manianglung (COA)

F. Prospective Bidder/s

Company	Name of Representative	Email Address	Contact Nos.
Quartz Business Product Corp.	Jervin F. Puso	jervin.franco@quartz.com.ph	09451087200
Pantronics International Corp.	Charles Ching	chrls_ching@yahoo.com	09228715759
Link Network, Inc.	Michael Vincent Gersalino	michaelgersalino@yahoo.com	09156028329
Infoworx, Inc.	Judith L. Mape Account Manager	jmape@worx.com.ph	09058439984 575-1500 loc 527
Accel Prime Technologies, Inc. (APTI)	Rick Sy Evelyn Hernandez	rickwilson.sy@apti.com.ph eve.hernandez@apti.com.ph	09088930749 09154641645
Joneco Tech Marketing Corp.	Mylyn Bernardino	Mai_bernardino@jonecotech.com.ph	09553902357 09091394838

The Pre-Bid Online/Virtual Conference was presided by Engr. Ramon M. Branzuela, BAC Chairperson.

Highlights of the Meeting:

- Engr. Marieta A. Rodriguez, Head of the BAC Secretariat, did the roll call of the participants from the following groups; BAC, End Users, BAC Secretariat, TWG, Observer from COA and Prospective Bidders for the Procurement of the Supply and Delivery of Branded & Brand New Printers and Consumables.
- Mr. Rick Sy of APTI asked as to where the inspection of delivered products will be conducted. The End Users responded that the inspection shall be in the respective delivery sites and the Property Officers in the Central and Regional Offices shall receive the said unit. Then, the Inspection Report from the regional offices shall be submitted to the General Services of the Central Office for consolidation and preparation of other documents prior to the payment to the supplier of the said units.
- Ms. Jervin Puso of Quartz Business Product Corp. and Mr. Rick Sy of APTI mentioned that the delivery period of 30 days is not enough for them to deliver the goods to the Regional Offices and requested 60-days or 90-days delivery period.

The BAC Members and the prospective bidders agreed on a 60-days delivery period.

- Ms. Jervin Puso of Quartz Business Product Corp. and Mr. Rick Sy of APTI informed the participants that on the Technical Specification of the Maximum Print Out of 50,000 page per minutes (ppm), not all printers are capable of the said requirement. The End User agreed to reduce the Maximum Print Out to the suggested 45,000 ppm.
- The prospective bidders asked clarification regarding the Warranty. A one (1) year Manufacturer's Warranty, Seven (7) days Outright Replacement for any factory defect was clarified by Engr. Orlando Cocal and agreed upon by the Prospective Bidders.
- The Other Requirements were discussed and agreed upon during the meeting such as;
 - a. Bidders must have dealership/resellership certification on all items instead of the manufacturer's certification which is granted to dealers;
 - b. Bidders must have a certificate of aftersales support service indicating that aftersales support response time must be within 24-hour period after the time that assistance to check and repair the defective units were reported/requested.
 - c. Bidders shall provide a list of authorized service centers of the manufacturer in all delivery sites. Carry-in warranty shall be applied in availing of after sales service.
- The BAC shall update the Prospective Bidders on the change of the venue of the Opening of Bids Conference that is simultaneous with the virtual/online 0365 meeting.

The online meeting was adjourned at 12:39 PM.

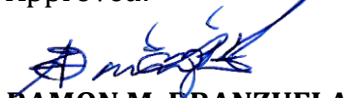
Prepared by:


APOLLO T. DOMINGO

Recommending Approval:


MARIETA A. RODRIGUEZ
Head BAC Secretariat

Approved:


RAMON M. BRANZUELA
BAC Chairman