



**DISCUSSION**

**I. DOCUMENTATIONS**

DOCUMENTATIONS FROM PD IX

- The PMO-In-Charge discussed the general requirements for government procurement of goods. During the discussion, the following topics were tackled: the purpose of Pre-bid Conference, who can participate, Proof of bidder's eligibility, suggested forms, sequencing of documents, and BAC IX contact details, amongst others.

**II. BID DOCUMENTS**

XXX

INSTRUCTIONS TO BIDDERS

| Lot No. | Item/Description             | Amount<br>Cash, Cashier's /<br>Manager's Check, Bank<br>Draft/<br>Guarantee/Irrevocable<br>Letter of Credit<br><br>(2%) | Surety bond<br>callable upon<br>demand<br>issued by a<br>surety or<br>insurance<br>company duly<br>certified by<br>the Insurance<br>Commission<br><br>(5%) | Bid Securing<br>Declaration<br><br>(Pursuant to<br>GPPB<br>Resolution<br>No. 03-2012 |
|---------|------------------------------|---|--|--|
| 1       | <del>Pencil, Sharpener</del> | 114,649.56  | 286,623.91   | Please see<br>Section VIII<br>attached as<br>Annex "H"                               |

➤ For Issuance of Bid Bulletin

XXX

BID DATA SHEET

There were no Discussions/Amendments made; and no further instructions were made by the BAC.

GENERAL CONDITIONS OF THE CONTRACT

There were no Discussions/Amendments made; and no further instructions were made by the BAC.

SPECIAL CONDITIONS OF THE CONTRACT

XXX

| Lot No. | Quantity                | Item/Description            | ADDITIONAL QUANTITY FOR EVERY BATCH OF DELIVERY FOR ACCEPTANCE TEST | TESTING CENTER & TESTING FEE |
|---------|-------------------------|-----------------------------|---|------------------------------|
| 1       | <del>45,591</del> piece | <del>Pencil Sharpener</del> | <del>Two (2) piece</del>  | -                            |

➤ For Issuance of Bid Bulletin:

XXX

|                               |  |
|-------------------------------|--|
| SCHEDULE OF REQUIREMENTS      | There were no Discussions/Amendments made; and no further instructions were made by the BAC.                           |
| TECHNICAL SPECIFICATIONS      | There were no Discussions/Amendments made; and no further instructions were made by the BAC.                           |
| TERMS OF REFERENCE            | There were no Discussions/Amendments made; and no further instructions were made by the BAC.                           |
| BIDDING FORMS                 | There were no Discussions/Amendments made; and no further instructions were made by the BAC.                           |
| <b>III. OTHER DISCUSSIONS</b> |  |
| OTHER MATTERS                 | There were no Discussions/Amendments made; and no further instructions were made by the BAC.                           |
| ATTACHMENTS                   | "NONE"   |
| ADJOURNMENT                   | Having no other matters for discussion, the meeting was adjourned at <b>4:00 PM</b>                                    |
| CERTIFICATION                 | We certify that the foregoing is the true account of <b>Pre-Bid Conference</b> conducted on Thursday November 22, 2018 |

The Bids and Awards Committee IX

  
**CATHERINE ANN D. MIRABEL**  
Ad Hoc Member

  
**ROJIV R. C. ESPERE**  
Provisional Member

**ATTY. MICHELLE B. RECTO**  
Regular Member

**LEAH NIMFA M. VALDEZ**  
Vice Chairperson

  
**DALISAY CONRINA P. DELA CHICA**  
Chairperson

CERTIFIED CORRECT