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2 **University of Southeastern Philippines**  
3 *Bids and Awards Committee*  
4

5  
6 **MINUTES OF MEETING**  
7 April 8, 2021  
8

9 **Agenda:**

- 10 1. Pre-Bid Conference on the Procurement of Laboratory Equipment for the  
11 Enhancement of Food Processing Laboratory.  
12

13 **Venue:** BAC Office / Online through Google Meet: vfn-rsfy-jgj  
14

15 **Present in the meeting:**

- |                                      |   |
|--------------------------------------|---|
| 16 1. Mr. Remegio G. Duyan, Jr.      | - BAC Chairperson                           |
| 17 2. Dr. Roger C. Montepio          | - Member, BAC (On-line)                     |
| 18 3. Dr. Genna J. Carmelo           | - BAC Vice Chair (On-line)                  |
| 19 4. Ms. Virginia Barbara P. Nillas | - Member, BAC                               |
| 20 5. Dr. Analyn A. Villaroman       | - Member, BAC (On-line)                     |
| 21 6. Ms. Cecile B. Ariola           | - BAC Secretariat                           |
| 22 7. Mr. Jet T. Cariaga             | - Member, BAC Secretariat                   |
| 23 8. Ms. Allaine Bacatan            | - Member, BAC Secretariat                   |
| 24 9. Ms. Dhally A. Ilisan           | - Member, TWG (On-line)                     |
| 25 10. Ms. Germa V. Duran            | - Member, TWG                               |
| 26 11. Mr. Rosalino Recto            | - Member, TWG (On-line)                     |
| 27 12. Engr. Ruban V. Cantones       | - Member, TWG (On-line)                     |
| 28 13. Dr. Joyce C. Limbaga          | - End-User/Project Leader                   |
| 29 14. Ms. Shirley Ociones           | - Lab Traders, Inc. (On-line)               |
| 30 15. Ms. Wendilen Gamaya           | - Pro Maintech Consultancy Inc. (On-line)   |
| 31 16. Ms. Soledad R. Soledad        | - Jetmed Enterprise (On-line)               |
| 32 17. Ms. Emerald Albores           | - Krypton Industrial Resources (On-line)    |
| 33 18. Mr. Mark Anthony Libre        | - Drake Marketing (On-line)                 |
| 34 19. Ms. Angel Licah Aporto        | - Kitchen Mall Corporation (KMC) (On-line)  |
| 35 20. Ms. Jonalyn P. Abuan          | - Kitchen Mall Corporation (KMC) (On-line)  |
| 36 21. Mr. Michael P. Gatpatan       | - Noveaulab Asia Corp. (On-line)            |
| 37 22. Ms. Madelaine Avila           | - Fil-Anaserve Inc. (On-line)               |
| 38 23. Mr. Leo Mari P. Remecilla     | - Gilmed Enterprises and Services (On-line) |
| 39 24. Mr. TJ Canas                  | - Yana Chemodities, Inc. (On-line)          |
- 40  
41

42 **Proceedings:**

43  
44 At 10:45am the Pre-bid conference started by singing of the National anthem and  
45 University Ecumenical Prayer via AVP.  
46

47 Ms. Bacatan presented the AVP.  
48

49 Mr. Remegio Duyan presided the conference, greeted everyone and asked the  
50 secretariat to read the present of the said conference.  
51

52 Mr. Cariaga read the attendance and stated that based on the attendance, the BAC is in  
53 quorum.

54 Mr. Duyan declared that the BAC is in quorum and asked Ms. Bacatan to virtually  
55 present the requirements for the bidding of the laboratory equipment for the  
56 Enhancement of Food Processing Laboratory

57

58 Mr. Duyan read the slides with the following contents:

59

60 The Approved Budget for the Contract or ABC for this project is **Php 5,000,000.00**.

61 Name of the Project:

62 "Procurement of Laboratory Equipment for the Enhancement of Food Processing Laboratory at  
63 USEP Tagum-Mabini Campus"

64

65 Location: USEP Tagum-Mabini Campus

66 Source of Funds: GOP thru Fund DA-ACEF / Food Processing Laboratory

67 Delivery : 90 days upon receipt of the NTP

68

69 Eligibility Requirements:

70

71 The eligibility requirements or checklist can be found in the bidding documents that the bidder  
72 purchased;

73 All submitted documents should be duly authenticated or stamped as "Certified True Copy from  
74 the Original" by the company head otherwise the bidder will be automatically disqualified. It  
75 would also be advisable if the bidder will bring the original copies of the documents submitted;

76 Likewise, any missing documents as required in the checklist are a ground for rejection of the  
77 bid;

78

79 The BAC will be using the non-discretionary "pass/fail" criteria in the eligibility  
80 check/screening;

81 The bid should be accompanied with a bid security in the following amount:

82 if the bid security is in cash, cashier's check/manager's check, bank draft/guarantee or  
83 irrevocable letter of credit, the amount should be 2% of the ABC or in an equivalent amount of

84 Php 100,000.00 to be deposited at Campus Cashier; if the bid security is in the form of a  
85 Surety Bond, it should be 5% of the ABC or in an equivalent amount of Php 250,000.00 to be

86 issued by Universal or Commercial Bank.

87

88 And if it is a combination of the foregoing, it should be proportionate to share of form with  
89 respect to total amount of security.

90 Bid Securing Declaration will also be accepted.

91 The validity period of the bid security should be 120 days from the date of opening of bids.

92 Under the eligibility and technical documents, the bidder is likewise required to submit its  
93 license to operate

94

95 The first envelope shall contain the following:

96 TECHNICAL COMPONENT ENVELOPE CLASS "A" Documents

97 Legal Documents

98 Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); or

99 (b) Registration certificate from Securities and Exchange Commission (SEC), Department of  
100 Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA)  
101 for cooperatives or its equivalent document, and

102 (c) Mayor's or Business permit issued by the city or municipality where the principal place of  
103 business of the prospective bidder is located, or the equivalent document for Exclusive Economic  
104 Zones or Areas; and

105 (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of  
106 Internal Revenue (BIR).

107  
108 Mr. Duyan reiterated that the documents may not need to be authenticated page per page by the  
109 authorized personnel of the company, However, the omnibus sworn statement submitted should  
110 be original, signed, sworn and sealed with wordings that each of the documents submitted in  
111 satisfaction of the bidding requirements is an authentic copy of the original, complete and all  
112 statements and information provided therein are true and correct.

113  
114 Technical Documents

115 (e) Statement of the prospective bidder of all its ongoing government and private contracts,  
116 including contracts awarded but not yet started, if any, whether similar or not similar in nature  
117 and complexity to the contract to be bid; and  
118 (f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract  
119 to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016  
120 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents;  
121 and  
122 (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification  
123 issued by the Insurance Commission;  
124 Or Original copy of Notarized Bid Securing Declaration; and  
125 (h) Conformity with the Technical Specifications, which may include production/delivery  
126 schedule, manpower requirements, and/or after-sales/parts, if applicable; and  
127 (i) Original duly signed Omnibus Sworn Statement (OSS);  
128 and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership,  
129 or cooperative; or Original Special Power of Attorney of all members of the joint venture giving  
130 full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

131  
132 Financial Documents

133 (j) The Supplier's audited financial statements, showing, among others, the Supplier's total and  
134 current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized  
135 institutions, for the preceding calendar year which should not be earlier than two (2) years from  
136 the date of bid submission; and  
137 (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);  
138 or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC  
139 computation.

140  
141 Class "B" Documents

142 (L) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already  
143 in existence;

144 or

145 duly notarized statements from all the potential joint venture partners stating that they will enter  
146 into and abide by the provisions of the JVA in the instance that the bid is successful.

147  
148 II. FINANCIAL COMPONENT ENVELOPE

149 (m) Original of duly signed and accomplished Financial Bid Form; and

150 (n) Original of duly signed and accomplished Price Schedule(s).

151  
152 Other documentary requirements under RA No. 9184 (as applicable)

153 (o) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to  
154 Filipinos] Certification from the relevant government office of their country stating that Filipinos  
155 are allowed to participate in government procurement activities for the same item or product.

156  
157 (p) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic  
158 Entity.

159

160 In case of two or more bidders are determined and declared lowest and responsive bidder, the  
161 procuring entity may use “draw lots” as the tie-breaking method.

162  
163 The Audited Financial statement should be stamped “RECEIVED” by the BIR or its duly  
164 accredited and authorized institution.

165 The bidder should also submit their tax clearance certificate stating that the bidder has no tax  
166 liability and the clearance must be issued by the Chief of the Collection Enforcement Division of  
167 the BIR central office.

168 Computation of NFCC in accordance with ITB Clause 19.5.

169  
170 **SEALING AND MARKING OF BIDS**  
171 The bidder shall submit **three copies** of their eligibility/technical and financial documents – the  
172 original, copy 1 and copy 2 in separate folders.

173  
174 The documents should be properly fastened in a folder and the sequence/ or arrangement of the  
175 documents should be in accordance with the checklist. If possible, each document should have a  
176 tab/marking. The technical component should be separately fastened from the financial  
177 component.

178 The folder containing the original bid of the technical component should be marked as  
179 “ORIGINAL – TECHNICAL COMPONENT and the financial component should be marked as  
180 “ORIGINAL – FINANCIAL”. These two folders should then be enclosed in a sealed envelope  
181 marked as “ORIGINAL BID”

182 The same is done to copy 1 and copy 2

183  
184 *All envelopes shall :*  
185 Contain the name of the contract to be bid in capital letters;  
186 Bear the name and address of the Bidder in capital letters;  
187 Should be addressed to the Procuring Entity’s BAC in accordance with ITB Clause 1.1;  
188 Bear the specific identification of the bidding process indicated in ITB Clause 1.2 and  
189 Bear a warning ‘DO NOT OPEN BEFORE... “the date and time for the opening of bids”, in  
190 accordance with ITB Clause 21.

191  
192 **NAME OF THE PROJECT : Procurement of Laboratory Equipment for the Enhancement**  
193 **of Food Processing Laboratory at USEP Tagum-Mabini Campus**

194  
195 **BIDDERS NAME AND ADDRESS**  
196 **MR. REMEGIO G. DUYAN, JR.**  
197 **BAC- Chairperson**  
198 **UNIVERSITY OF SOUTHEASTERN PHILIPPINES**  
199 **Tagum-Mabini Campus**  
200 **Apokon, Tagum City**  
201 **DO NOT OPEN BEFORE**  
202 **April 22, 2021 AT 9:30 A.M.**

203  
204 Unsealed or unmarked bid envelopes, **or in case of electronic bid submission, Bidding**  
205 **Documents not in compressed archive folders and are not password-protected**, shall be  
206 rejected. However, bid envelopes that are not properly sealed and marked **or not properly**  
207 **compressed and password-protected**, as required in the Bidding Documents, shall be  
208 accepted, provided that the bidder or its duly authorized representative shall acknowledge such  
209 condition of the bid as submitted. The BAC shall assume no responsibility for the misplacement  
210 of the improperly sealed or marked bid **or improperly compressed or password-protected**  
211 **folder, or for its premature opening.**

212

213 For electronic bid submission, the passwords for accessing the Bidding Documents will be  
214 disclosed by the Bidders only during the actual bid opening which may be done in person or  
215 face-to-face through videoconferencing, webcasting or similar technology.  
216

217 The deadline for submission of bids is on April 22, 2021 (Thursday).

218 Cut-off time will be at 9:00 AM.

219 Opening of bids will be on

220 April 22, 2021 @ 9:30 a.m

221 The venue will be at the USEP FTC Hall, USEP Tagum Unit.

222 Any bid submitted after the cut-off time shall be declared late and shall not be anymore accepted.  
223

224 Section 41. Reservation Clause

225 The HOPE reserves the right to reject any all bids, declare a failure of bidding, or not award the  
226 contract in the following situations:  
227

228 a) If there is prima facie evidence of **collusion between appropriate public officers or**  
229 **employees of the Procuring Entity, or between the BAC and any of the bidders, or if the**  
230 **collusion is between or among the bidders themselves, or between a bidder and a third**  
231 **party, including any act which restricts, suppresses or nullifies or tends to restrict, suppress**  
232 **or nullify competition;**

233 b) If the **BAC is found to have failed in the following prescribed bidding procedures;** or

234 c) For **any justifiable and reasonable ground** where the award of the contract will not redound  
235 to the benefit of the GoP, as follows:

236 If the physical and economic conditions have significantly changed so as to render the project no  
237 longer economically, financially, or technically feasible, as determined by the HoPE;

238 If the project is no longer necessary as determined by the HoPE;

239 If the source of funds for the project has been withheld or reduced through no fault of the  
240 Procuring Entity  
241

242 A complete set of Bidding Documents can be purchased at the BAC Office upon payment of the  
243 applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB,  
244 in various amounts, payable at the Cashier's Office  
245

246 Mr. Duyan read the items and told the bidders that the items being read with description can be  
247 downloaded as attachment with the ITB in the Philgeps.

- 248 1. Food Dehydrator
- 249 2. Vacuum Packing Machine
- 250 3. Chiller, 27-31 cu.ft
- 251 4. Freezer, 31 cu.ft., inverter
- 252 5. Refrigerator – 31.0 cu.ft.
- 253 6. Vacuum Fryer
- 254 7. Hard Ice Cream maker machine
- 255 8. Pressure steam sterilizer/12L autoclave pressure cooker
- 256 9. Stand Mixer
- 257 10. Dry Heat Oven
- 258 11. Incubator
- 259 12. Meat Bone Saw Machine
- 260 13. Sausage Knotting Machine
- 261 14. Autoclave
- 262 15. Water Activity Meter
- 263 16. Moisture Analyzer
- 264 17. Homogenizer
- 265 18. Digital Refractometer

266 19. Colorimeter  
267 20. Analytical Balance  
268 21. Spray Dryer (laboratory mini spray dryer)  
269 22. Climatic Chamber  
270  
271 Ms. Bacatan presented the specifications of the items.  
272  
273 Mr. Duyan informed the bidders that the presented specifications can be screened shot.  
274  
275 Mr. Duyan asked if there are clarifications.  
276  
277 Mr. Gatpatan asked if the bidding is per unit or per lot.  
278  
279 Mr. Duyan answered that it is per item.  
280  
281 Ms. Aporto asked if item No. 2 specifications sealing size can be based on the manufacturer and  
282 not based on the specifications stated.  
283  
284 Dr. Limbaga asked Ms. Aporto to give their range of dimensions based on their manufacturer.  
285  
286 Ms. Aporto asked for time.  
287  
288 Mr. Canas asked for the specific volume of Items Oven, Incubator and Autoclave.  
289  
290 Dr. Limbaga replied that based on the documents the Autoclave is 50L, Incubator is 108L and  
291 she will supplement later the Oven.  
292  
293 Mr. Canas asked for specifications if they will put it side by side with their bid specifications.  
294  
295 Dr. Limaga replied in affirmative further stating that they also need to write the brand of their  
296 submitted bid for each item.  
297  
298 Mr. Canas asked if the SLCC has a format.  
299  
300 Mr. Duyan stated that it does not have a specific format.  
301  
302 Mr. Canas clarified if the bidding is per lot or per item.  
303  
304 Mr. Duyan replied "per item"  
305  
306 Ms. Soledad asked if the documents can be submitted electronically or hard copy.  
307  
308 Mr. Duyan answered that if they will submit electronically, it is accepted however, they still need  
309 to submit hard copies. But for those who will submit hard copy, no need to submit electronic  
310 copies.  
311  
312 Ms. Soleded asked clarification that if they will submit hard copy they are not required to submit  
313 electronically.  
314  
315 Mr. Duyan answered in affirmative.  
316  
317 Ms. Aporto asked if they can submit electronically (on-line), and hard copy will be submitted  
318 later.

319 Mr. Duyan answered in affirmative and passwords will be given during the opening.  
320  
321 Ms. Aporto stated that they will submit with password encrypted to the file.  
322  
323 Ms. Aporbo asked again for clarification if it is by lot or per item.  
324  
325 Mr. Duyan “per item”.  
326  
327 Mr. Canas asked if how much is the bidding docs.  
328  
329 Mr. Duyan answered that it depends on the items being bid.  
330  
331 Mr. Duyan read More than 1M -5M (Php. 5,000.00), More than 500 Thousand – 1 Million (Php.  
332 1,000.00), while 500,000 and below (Php. 500.00).  
333  
334 Mr. Canas replied “ok sir”  
335  
336 Ms. Aporto clarified for vacuum sealing machine their manufacturer’s dimension is  
337 480x330x360mm unlike USEP’s specs 480x330x320mm, if it’s ok if there is a variation.  
338  
339 Dr. Limbaga answered that is “ok”.  
340  
341 Mr. Canas clarified that if it is not necessary to have the specific dimensions of the item as long  
342 as the function and other specs specified are present.  
343  
344 Dr. Limbaga answered in affirmative as long as the capacity, function and other specifications  
345 are present.  
346  
347 Mr. Canas and Ms. Aporto said “ok po, thank you po”  
348  
349 Ms. Aporto clarified for item No. 3 if it is really ranges to 27-31 cu.ft or can we stick to 31 cu.ft.  
350 considering that most of the freezers and refrigerators are 31 cu.ft.  
351  
352 Dr. Limbaga answered to stick to 27-31 cu.ft.  
353  
354 Ms. Aporto clarified item no. 3 because there is a disparity on the title and specifications  
355 dimension under it having a capacity of 22 cu.ft.  
356  
357 Dr. Limbaga answered to follow the 27-31 cu.ft.  
358  
359 Ms. Albores answered “ok po”  
360  
361 Ms. Albores again raised that there is disparity on what is the title and the specifications listed  
362 below, she clarified what should be followed.  
363  
364 Dr. Limbaga said it is typographical error and to follow the 27-31 cu.ft.  
365  
366 Ms. Albores again raised what should be followed for the dimension.  
367  
368 Prof. Nillas clarified to Ms. Albores that the End-User said to use the 27-31 cu.ft and not the 22  
369 cu.ft. as it is just a typographical error.  
370  
371 Ms. Albores answered “ok po, thank you po”

372 Mr. Canas raised regarding the volume of the Oven  
373  
374 Dr. Limbaga stated that is 50L  
375  
376 Mr. Canas asked if the BAC will issue supplemental bid.  
377  
378 Mr. Duyan answered in affirmative.  
379  
380 Mr. Canas asked for solicitation number of the project.  
381  
382 Mr. Duyan answered 2021-005.  
383  
384 Mr. Canas asked if this will be put in bid security.  
385  
386 Mr. Duyan answered in affirmative.  
387  
388 Mr. Gatpatan asked regarding the term “timeless coating”  
389  
390 Dr. Limbaga explained that the timeless coating is needed by the item to ensure the protection  
391 from corrosion due to climate chamber which needs to control the humidity.  
392  
393 Mr. Gatpatan thanked Dr. Limbaga and asked if they can bid an equivalent item.  
394  
395 Dr. Limbaga answered in affirmative.  
396  
397 Mr. Gatpatan asked if they can have a bank transfer in payment for securing the bid documents.  
398  
399 Mr. Duyan answered in affirmative and told the supplier to e-mail the BAC so that the account  
400 number will be given.  
401  
402 Mr. Recimilla clarified what specs will be used in item # 14 because upon their review the  
403 specifications of USEP in the document it is like using two separate items.  
404  
405 Mr. Recimilla “same item lang po ba siya sir”  
406  
407 Dr. Limbaga answered that it is the same item  
408  
409 Mr. Duyan asked Mr. Recimilla if he got the response of Dr. Limbaga.  
410  
411 Mr. Recimilla answered in affirmative however he reiterated that the specifications are using 150  
412 degrees and other is using 105-134 degrees.  
413  
414 Dr. Limbaga answered as long as the range is 105-150 degrees for the desired temperature.  
415  
416 Mr. Remicilla answered “noted po”  
417  
418 Mr. Duyan asked if there are other concerns.  
419  
420 Ms. Aporto raised that it is the same with water activity meter having two specifications or  
421 brand.  
422  
423 Dr. Limbaga that the above specifications is for measurement specs and below is the instrument  
424 specifications.



425 Ms. Aporto answered “ok po maam”  
426  
427 Ms. Aporto asked regarding measurement and instrument specifications.  
428  
429 Dr. Limbaga answered that the measurement specifications are used for measurement according  
430 to that range, while the instrument specifications are the instrument perse’.  
431  
432 Ms. Aporto answered “ok po maam”  
433  
434 Mr. Duyan asked all the bidders if they have other questions  
435  
436 Mr. Canas asked if the documents to be submitted is in three copies. Original, Copy 1 and Copy  
437 2.  
438  
439 Mr. Duyan answered in affirmative.  
440  
441 Ms. Soledad asked if it is by lot or by item  
442  
443 Mr. Duyan said it is per item.  
444  
445 Ms. Avila asked if it is necessary to follow the dimensions, size or not as long as the capacity is  
446 there.  
447  
448 Dr. Limbaga answered in affirmative.  
449  
450 Mr. Canas asked when is the supplemental bid will be posted because their office is in Cebu.  
451  
452 Mr. Duyan answered that as to the supplemental bid, it will be provided within the week since  
453 timeline will be observed.  
454  
455 Mr. Duyan said that the BAC will issue supplemental bid for specific items with minor  
456 adjustments that can be viewed in the Philgeps once posted.  
457  
458 Ms. Aporto raised clarifications for item no. 22 (Climatic Chamber) since it is like that the end-  
459 user copied and pasted two different brands to suite the specifications of the item that they want.  
460 And is it possible that they will just put the specifications according to their manufacturer’s  
461 specs.  
462  
463 Dr. Limbaga answered that there is only one brand or type of climatic chamber that they get their  
464 specifications.  
465  
466 Mr. Cariaga raised that for all bidders that in case that they think that there are problems in the  
467 specifications given. They can put in their bid the specific brand and specifications that they have  
468 s long as their items is comparable at least to the items and specifications being procured and the  
469 Technical Working Group upon post-qualification will determine whether their bid items is the  
470 lowest responsive calculated bid or not.  
471  
472 Ms. Aporto clarified that does it mean that they will give a counter offer.  
473  
474 Mr. Cariaga answered in affirmative.  
475  
476 Ms. Aporto further stated that as long as it is in consonance with the budget and function of the  
477 needed machine.

478 Mr. Duyan answered in Affirmative.  
479 Mr. Canas clarified if the BAC and end-user mind the brand or the origin of the item like if they  
480 will quote brand from China.  
481  
482 Mr. Duyan answered that the BAC has no specifications with regards to the country of Origin as  
483 long as it conforms to the specifications on the after sales in the ITB and others, and that their  
484 technicians are within the region to extend help as aftersales services, as well as warranty and  
485 other specifications needed are posted in the ITB. There is no brand specified by BAC, there is  
486 no discrimination of the country of origin as long as that the specifications and comparable to the  
487 specifications posted by the BAC.  
488  
489 Ms. Aporbo clarified that their company is in Manila, but as for the aftersales, can the USEP gave  
490 them 2-3 days for the technician to arrive in the University due to requirements of travel.  
491  
492 Mr. Duyan asked if the company has accredited technicians for aftersales.  
493  
494 Ms. Aporto said that they have, but for laboratory equipment their technician in Manila are  
495 authorize to go to the University but for theirs they have technician situated in Davao.  
496  
497 Mr. Duyan said that they should include and indicate that in their bid docs.  
498  
499 Ms. Aporto asked with regards to the warranty if the University has their own special  
500 specifications.  
501  
502 Mr. Duyan stated that whatever is their company's policy but as per evaluation the BAC will  
503 always choose what is beneficial to the government.  
504  
505 Mr. Duyan asked for clarifications from the bidders.  
506  
507 Ms. Aporto raised that the project has 22 items does it mean that they need to prepare 22  
508 documents or just 1 document for all the items and will vary on the line item.  
509  
510 Mr. Duyan answered that only 1 document will be prepared with two copies for everything and  
511 they will pay for the total of all the items they want to bid.  
512  
513 Ms. Aporto asked if they can ask the name of the End-user so that they can ask it if they have  
514 other questions.  
515  
516 Mr. Duyan answered that they can e-mail the official e-mail add of the BAC if they have  
517 questions [bactmc@usep.edu.ph](mailto:bactmc@usep.edu.ph)  
518  
519 Ms. Aporto answered in affirmative.  
520  
521 Mr. Duyan said that if there are no more concerns then the meeting is adjourned.  
522  
523 Ms. Aporto raised whether the Bid Docs will be put in the folder, because in their company they  
524 bind it, and whether it will matter.  
525  
526 Mr. Duyan answered that it does not matter and having it in bind is a good model because it is  
527 intact and the important is it is duly sealed.  
528  
529  
530

531 Ms. Aporbo said "ok po"

532

533 Mr. Duyan thanked everyone and adjourned BAC.

534 At 12:03p.m., Mr. Duyan adjourned the meeting.

535

536

537 Prepared by:

538

539  JET T. CARIAGA

540 Member, BAC Secretariat

541

542

543 Noted by:

544

545

546 CECILE B. ARIOLA

547 BAC Secretariat

548

549

550 Approved:

551

552

553  REMEGIO G. DUYAN, JR.

554 BAC Chairperson