



27 August 2019

**ASTI – BIDS AND AWARDS COMMITTEE**

**PRE-BIDDING CONFERENCE**

1:30 PM, 27 August 2019  
ASTI Conference Room

**A. Call to Order**

Upon declaration of quorum, Mr. Pedrito B. Mangahas, Chairperson of the Bids and Awards Committee (BAC) - 1, called the meeting to order at 1:30 in the afternoon. The following were also present:

***BAC-1 Members***

Rene C. Mendoza, Chief Science Research Specialist  
Joanna G. Syjuco, Chief Science Research Specialist  
Calvin Artemies G. Hilario, Senior Science Research Specialist  
Mylene N. Monton, Administrative Officer V

***BAC Secretariat***

Katherine B. Ramos, Administrative Officer V

***End-user Representatives for EPIIC Project***

Norhayla S. Magandia, Science Research Specialist I  
Christine Marie T. Pagador, Project Assistant II

***End-user Representative for NetMesh Project***

Reymon G. Antones, Administrative Assistant V

**B. Discussion and Presentation of Agenda**

Mr. Mangahas said that the Pre-bidding Conference was for the following procurement projects:

1. Supply and Delivery of One (1) Lot Wireless Mouse and Other Items (2<sup>nd</sup> Bidding)  
Invitation to Bid (IB) No. 19-07-2559-A  
Approved Budget for the Contract (ABC): P823,975.52
2. Supply and Delivery of Laptop Computers  
IB No. 19-08-2661  
ABC: P240,000.00

Ms. Ramos manifested that there were no prospective bidders for the aforesaid procurement projects.

Mr. Mangahas asked the End-user Representatives if they plan to modify the technical specifications and other requirements of the procurement projects. Mr. Antones said that they will inform the BAC Secretariat should there be modifications in the requirements for the laptop computers. Meanwhile, Ms. Magandia said that they will not modify technical specifications for IB No. 19-07-2559-A.

**C. Action Plan**

Action Items	Due Date	Person Responsible	Remarks
Clarifications	30 August 2019	Prospective Bidders	
Bid Bulletins	02 September 2019	BAC Secretariat	

**D. Adjournment**

There having no other remaining topic for discussion, the pre-bid conference was adjourned at around 2:00 in the afternoon.

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Prepared by:

  
**KATHERINE B. RAMOS**  
*Head, BAC Secretariat*

Approved by:

  
**PEDRITO B. MANGAHAS**  
*Chairperson, BAC-1*



Republic of the Philippines  
Department of Science and Technology



**ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE**

ASTI - FM 03-36  
REV 0 / 27 Jul 2018

**BIDS AND AWARDS COMMITTEE**  
August 27, 2019  
ASTI Conference Room, 1:30 PM

**PRE-BIDDING CONFERENCE  
ATTENDANCE SHEET**

*\* No prospective bidders attended.*

NAME	COMPANY	EMAIL	TEL. NO.	SIGNATURE
MYLene monton	POST-ASTI			<i>[Signature]</i>
PEOS MANGALANS	POST-ASTI			<i>[Signature]</i>
RENE MENDOZA	POST-ASTI			<i>[Signature]</i>
JOHANA G. SIBUJO	POST-ASTI			<i>[Signature]</i>
NORHAYLA MAGANDIA	POST-ASTI			<i>[Signature]</i>
CHRISTINE PAGADOR				<i>[Signature]</i>
Raymen G. Antonides	POST-ASTI			<i>[Signature]</i>
Katharine P. Ramox	POST-ASTI			<i>[Signature]</i>

Invitation to Bid No. 19-07-2559-A for the Supply and Delivery of One (1) Lot Wireless Mouse and Other Items (ABC: P823,975.52)  
Invitation to Bid No. 19-08-2661 for the Supply and Delivery of Laptop Computers (ABC: P240,000.00)