




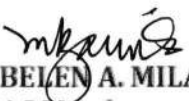

	PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES Control of Records Quality Form HIGHLIGHTS OF THE MEETING	PCAF-QP03-F03 Version 2
		BAC-HoM-2024-021
		<i>Reference Number</i>
		Date: 4/25/2024

Title of Meeting:	Pre-Bid Conference re: One (1) Lot of Seven (7) Units of Laptop , Seven (7) Units of Desktop, Fourteen (14) Licenses of Antivirus, and Fourteen (14) Licenses of Office Productivity Software
Date & Time:	April 22, 2024/10:00 AM
Venue:	Apacible A Conference Room
No. of Participants:	17
Sex Ratio:	<input type="text" value="7"/> Male <input type="text" value="10"/> Female
Classification of Participants (No.):	<input checked="" type="text" value="17"/> Government <input type="text"/> Private Sector <input type="text"/> Academe <input type="text"/> Academe <input type="text"/> PWD <input type="text"/> PWD <input type="text" value="1"/> Senior Citizen <input type="text"/> Senior Citizen <input type="text" value="1"/> Indigenous People <input type="text"/> Indigenous People

Agenda/ Issues/Concerns	Agreements/ Actions to be taken	Responsible Agency/Unit	Timeline
I. Call to Order	The meeting was called to order at 10:00 AM by the BAC Chairperson Ms. Melinda T. Quinones, for the Procurement of One (1) Lot Seven (7) Units of Laptop, Seven (7) Units of Desktop, Fourteen (14) Licenses of Antivirus, and Fourteen (14) Licenses of Office Productivity Software with the Approved Budget (ABC) for the Contract amounting to Php 1,148,000.00.		
II. Attendees Prospective Bidders Operation Officer: Agency: Operation Officer: Agency: BAC Chairperson: Vice Chairperson: Regular Member: Regular Member: BAC Secretariat Head: Member: Member: Member: BAC-TWG Head End-User Staff, PMKMD Observer Representative, PCAFEA	<ul style="list-style-type: none"> ● Ms. Rizalyn Dela Cruz Idenico Computer Corp. ● Ms. Joana A. Maximo Veratech INC. ● Ms. Melinda T. Quinones ● Ms. Marisa R. Lo ● Ms. Maria Belen A. Milanes ● Ms. Patrisha Joy F. Reytana ● Mr. Ken Ryan P. Eleazar ● Ms. Jeodith T. Diyan ● Ms. Fraulein Claire Ronquillo ● Mr. Sonny A. Chua Jr. ● Mr. John Errasmus Montiano ● Mr. Ernani Pangilinan ● Ms. Charlene C. Mariquit 		

	<p>Question 2: Ms. Maximo asked if it would be possible to offer different brands of desktops and laptops, provided they all meet the pre-defined performance requirements for their respective categories..</p> <p>Answer 2: Yes, you can choose different brands for desktops and laptops..</p> <p>Question 3: Ms. Maximo wanted to confirm whether the desktops and laptops have a pre-installed operating system.</p> <p>Answer 3: Yes, the desktops and laptops will come pre-installed with a pre-defined operating system (OS).</p> <p>Question 4: Ms. Dela Cruz expressed interest in offering Intel processors for the 7 laptops. She was concerned that the Ryzen 5 processor was no longer being produced.</p> <p>Answer 4: Ms. Maximo confirmed upon inquiry from the BAC that the Ryzen 5 processor is still available.</p> <p>Question 5: Ms. Dela Cruz inquired about the acceptability of a configuration that includes one 3.5-inch HDD and two M.2 SSDs for storage support.</p> <p>Answer 5: The end-user suggests keeping the current configuration of 2x 3.5 HDDs + 1x M.2 SSD. This recommendation prioritizes cost-effectiveness for storage expansion. Hard disk drives (HDDs) offer a significant advantage in terms of price per gigabyte and are readily available.</p> <p>Question 6: For the 24-inch monitor, Ms. Dela Cruz inquired about the suitability of a 23.8-inch monitor.</p> <p>Answer 6: The end-user confirmed their acceptance of the 23.8-inch monitor.</p> <p>Question 7: For laptops, Mr. Eleazar wanted to know if the end-user will accept a video card with more than 4GB of memory.</p> <p>Answer 7: The end-user confirmed their acceptance of a video card with more than 4GB of memory.</p> <p>The BAC and the BAC TWG shall review the queries made by prospective bidders during the pre-bid conference and the queries thru emails of the BAC Secretariat on or before April 26, 2024. The BAC shall issue the supplemental bid bulletin on or before April 29, 2024, if needed.</p> <p>Posting of the supplemental bid bulletin on PhilGEPS website is on April 29, 2024</p>		
IV. Adjournment	The meeting was adjourned at 11:00 AM.		



Date prepared: April 25, 2024	
Prepared by:	Approved by:
 KEN RYAN P. ELEAZAR Head, BAC Secretariat	 MELINDA T. QUINONES BAC Chairperson
Recommending Approval by:	
 MARISA R. LO BAC Vice Chairperson  MARIA BEILEN A. MILANES BAC Member  PATRISHIA JOY F. REYTANA BAC Member	

