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**Republic of the Philippines**  
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**MINUTES OF OPENING OF BIDS**  
30 September 2019

Present were:

VCA Jessica K. Cariño, BAC Chair	Ms. Cecile G. Dangawen, TWG
Prof. Santos Jose O. Dacanay III, Vice Chair	Ms. Rodolfo T. Suyat, TWG
Prof. Jocelyn Rafanan, Member	Ms. Irene J. Enriquez, Head Secretariat
Prof. Arellano A. Colongan, Jr., Member	Mr. Mar P. Viernes, Secretariat
Ms. Gloria Q. Rodriguera, Member	Ms. Segrid Yan A. Bucagan, Secretariat
Manolito Ong, 168 Paragon International General Contractor and Equipment	
Mai Bueno, 168 Paragon International General Contractor and Equipment	

The Opening of Bids for Supply and Delivery of Thread Controller Digital Loom, held at the Chancellor's Board Room, was called to order at 9:43 AM of 30 September 2019, and was presided by VCA Jessica K. Cariño.

**1. Business Matters**

**a. Ms. Enriquez noted the following details:**

- i. Pre-procurement conference was conducted last 2 September 2019 at the Chancellor's Board Room;
- ii. The Project was advertised in the PhilGEPS, conspicuous places in the University and Central Business District, and at the UP Baguio website on 10 September 2019;
- iii. Notice of meeting to the BAC Members, Secretariats, TWGs, and Observers were given last 9 September 2019;
- iv. Pre-Bid Conference was held on 23 September 2019 at the Chancellor's Board room; and
- v. Addendum 2019-08 was issued on 19 September 2019.

- b. VCA Cariño informed the body that only One (1) Bidder bought Bid documents. The BAC will use a non-discretionary pass or fail criteria to check the presence or absence of require documents for Eligibility Screening.**

**2. Opening, Examination of Bids and Determination of responsiveness**

Contractor	Eligibility and Technical Documents
168 Paragon International General Contractor and Equipment	Passed

The BAC Chair noted that documents submitted will be referred to TWG for further evaluation.

3. Reading of Bids and the Approved Budget for the Contract (ABC)

a. Contract's Bids

Required Bid Security

- Bid Securing Declaration
- Cash/Manager's Check, Bank Draft/Guarantee  
2% or ABC: PhP 120,000.00
- Surety Bond  
5% of ABC: PhP 300,000.00

b. Approved Budget for the Contract (ABC)= Six Million Pesos Only (PhP 6,000,000.00)

Bidder's Name		Name/Type of Bid Security	Amount of Bid Security	Amount as Read
1	168 Paragon International General Contractor and Equipment	Bid Securing Declaration	Notarized	PhP 5,999,777.76

4. Noted comment/reaction from the BAC Representatives/Bidders:

- a. 168 Paragon International General Contractor and Equipment is subject to closer evaluation and post-qualification to determine responsiveness to the University's project requirements.

There being no other bids to be read and clarifications to be made, the meeting (bid opening) adjourned at 10:26 AM.

Prepared by:

  
Segrid Yan A. Bucagan  
BAC Secretariat

Noted by:

  
VCA Jessica K. Cariño  
BAC Chairman

The BAC Secretariat shall record the minutes of the pre-bid conference and shall be made available to all participants not later than Five (5) calendar days after the pre-bid conference (IRR-A Section 22.4), through the issuance of Bid Bulletins incorporating the issues discussed and the corresponding responses to said issues.