

**METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER  
Bids and Awards Committee  
Minutes of Pre Bid Conference**

**NAME OF THE PROJECT: PROCUREMENT OF ONE LOT WORKSTATION AND SOLIDWORKS SOFTWARE TO INCLUDE FOUR (4) UNITS WORKSTATION - HIGH END, ONE (1) UNIT WORKSTATION - MEDIUM RANGE WITH SUBSCRIPTION TO FOUR (4) LICENSES SOLIDWORKS SOFTWARE (PROFESSIONAL VERSION)  
ABC: PHP1,982,300.00**

Date/Time/Venue of the Pre-Procurement Conference:  
June 2, 2022 ; 1:00 pm via zoom

Attendees (BAC, TWG, Secretary)

**Bids and Awards Committee:**

Atty. Trixie Hazel C. Veluz-  
Vice Chair

**Members:**

Engr. Isidro D. Millo  
Engr. Rommel Coroña  
Ms. Zalda Gayahan

**Technical Working Group:**

Eric B. Casila  
Gil R. Roa  
Alfred Z. Panganiban  
Arby Coria

**Project Staff**

CHRISTIAN L. PERIA

**BAC Secretariat:**

Mary Grace B. Opon

**Highlights:**

**BIDDER: -**

- **COMPUTRENDS./** Gemma Buenaventura/ [gemma@computrends.com.ph](mailto:gemma@computrends.com.ph)/ 63-917-807-7310
- **INTEGRATED COMPUTER SYSTEM /** Celina Ornum/ William Yu /[cornum@ics.com.ph](mailto:cornum@ics.com.ph)/ 689-5000 Local 1719
- **SYSPPOINT INC./** Philip Cesar Molina/ [philipcesar.molina@syspointinc.com/](mailto:philipcesar.molina@syspointinc.com/) 8-522- 8888 Local 117  
632 7971-3367/
- **TEKZONE/** Mary Grace Puno/ [mgpuno.tekzone@gmail.com](mailto:mgpuno.tekzone@gmail.com)/ 8-637- 0118 Loc. 109
- **XSTRUCTURES/** Mark Ibañez/ 0998 408 2056
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**Highlights:**

- The pre-bid conference was called to order by Atty. Trixie Veluz at 1:00 PM;
- She acknowledged the presence of everyone: BAC members, TWG , bidders, secretariat and project staff;
- It was conducted via zoom;
- I presented the Eligibility Requirements while Mr. Casila and Mr. Coria discussed the Technical Specifications of the Workstations and SolidWorks Software, respectively;
- Computrends clarified if the Solidworks is a term license subscription for one year;
- Computrends also noted that the parts and assembly modelling requirement of Solidworks is 3D Modelling instead of 30 Modelling;
- Bidders of the hardware requested if the procuring entity can bid the hardware and the software separately since the authorized distributor of Solidworks software are limited and to invite more bidders of workstations as well;
- The BAC said that it was considered during the Pre-Procurement Conference and that bidding of one lot would minimize costs such as insurance, notarization, reproduction, etc.

- BAC and TWG will publish the Minutes of Pre Bid Conference and Issue a Bid Bulletin after discussing the above concerns with the TWG;
- Minutes and Bid Bulletin will be published not later than 7 calendar days before bid opening;
- Clarifications of the bidders must be emailed to bac@mirdc.dost.gov.ph not later than June 10,2022;
- Bidders may submit their proposal either physically or electronically thru a password protected file
- There being no other matters to be discussed, the bid opening was adjourned at 2:00PM.

Prepared by:

  
MARY GRACE B. OPON

BAC Secretariat

Date signed: 6/6/2022

Approved by:

  
TRIXIE HAZEL C. VELUZ  
BAC Vice Chair