



Republic of the Philippines  
National Kidney and Transplant Institute  
Bids and Awards Committee  
East Avenue, Quezon City 1100  
981-0300 / 981-0400 Local 1157  
<http://www.nkti.gov.ph/>

**MINUTES OF PRE-BID CONFERENCE**  
**ITB No. 20-055**

Present were:

**BAC Chairperson:**  
Arnold S. Uy, MD

**Technical Working Group:**  
Digna B. Fajardo

**BAC Members:**  
Salvacion G. Munda

**End-user:**  
Adoracion H. Sevilleje

**BAC Secretariat:**  
Raymart Adonis

Jonard Quirino  
Julie Anne Nana  
Ruselle Marie Aceber

The **Pre-Bid Conference** for the **Supply and Delivery of Various Common Laboratory Glassware** with **ITB No. 20-055**, held at Claver Ramos Auditorium, G/F NKTi Main Building was called to order by **Dr. Uy, BAC Chairman at 2:15 PM of August 13, 2020.**

1. Agenda:

- Presentation of the following:
  - a. technical and financial components of the Bid, and
  - b. the explanation of the different documents to be submitted by each bidder.
- Discussion of:
  - a. the requirements in the Instructions to Bidders,
  - b. the replies to the bidders' queries about the requirements, specifications and other conditions of the contract,

2. Business arising:

- Dr. Uy introduced the project and acknowledged the presence of various interested parties and prospective bidders, namely:

1. **NO BIDDER**

3. Dr. Uy declared that no bidder attended the Pre-Bid Conference and will proceed with the Opening of Bids on August 25, 2020, 2:00 PM.

4. The End-user presented the Section VII Technical Specification of the project.

- No changes were made on the Technical Specifications.

ITEM CODE	ITEM / SUPPLIES	TECHNICAL SPECIFICATION
1	Coverglass / Coverslip 12mm diameter	<p><b>Specification:</b>            Shape: round/circular            Size: 12 mm diameter            Material: Glass  <b>Packaging:</b> 100's x 10 boxes  <b>Functionality:</b> For viral culture &amp; FISH procedures</p>
2	Coverglass / Coverslip size 20mm(W) x 26mm(L) x0.4mm(D)	<p><b>Specifications:</b>  <b>Dimensions :</b> 20mm(W) x 26mm(L)  <b>Thickness:</b> 0.4mm(D)  <b>Material :</b> glass  <b>Packaging:</b> maximum of 10's per box  <b>Functionality:</b> for counting chamber</p>
3	Coverglass / Coverslip 22mm(W) x 22mm(L)	<p><b>Specifications:</b>  <b>Dimensions:</b> 22mm(W) x 22mm(L)  <b>Thickness:</b> not more than 0.2mm  <b>Features:</b>            - optically clear            - perfectly flat            - well polished            - no rough or uneven edges            - resistant to heat, scratches, breakages and corrosion by chemicals,  <b>Packaging:</b> maximum of 200's per pack, vacuum packed  <b>Functionality:</b> Cover slips are small squares of glass that cover the specimen placed on the microscope slide. They flatten the specimen for better viewing and also decrease the rate of evaporation from the sample.</p>
4	Coverglass / Coverslip 22mm(W) x 40mm(L)	<p><b>Specifications:</b>  <b>Dimensions:</b> 22mm(W) x 40mm(L)  <b>Thickness:</b> not more than 0.2mm  <b>Features:</b>            - optically clear,            - perfectly flat,            - well polished,            - no rough or uneven edges,            - resistant to heat, scratches breakages and corrosion by chemicals,  <b>Packaging:</b> maximum of 100's per pack, vacuum packed  <b>Functionality:</b> Cover slips are small squares of glass that cover the specimen placed on the microscope slide. They flatten the specimen for better viewing and also decrease the rate of evaporation from the sample.</p>
5	Coverglass / Coverslip 24mm(W) x 50mm(L)	<p><b>Specifications:</b>  <b>Dimensions:</b> 24mm(W) x 50mm(L)  <b>Thickness:</b> not more than 0.2mm  <b>Features:</b>            - optically clear            - perfectly flat            - well polished            - no rough or uneven edges            - resistant to heat, scratches breakages and corrosion by chemicals,  <b>Packaging:</b> maximum of 100's per pack, vacuum packed  <b>Functionality:</b> Cover slips are small squares of glass that cover the specimen placed on the microscope slide. They flatten the specimen for better viewing and also decrease the rate of evaporation from the sample.</p>

6	Coverglass / Coverslip 24mm x 56 mm	<p><b>Specifications:</b>  <b>Dimensions:</b> 24mm(W) x 56mm(L)  <b>Features:</b>  - optically clear  - perfectly flat  - well polished  - no rough or uneven edges  - resistant to heat, scratches breakages and corrosion by chemicals  <b>Packaging:</b> vacuum packed  <b>Functionality:</b> Cover slips are small squares of glass that cover the specimen placed on the microscope slide. They flatten the specimen for better viewing and also decrease the rate of evaporation from the sample.</p>
7	Micro-Hematocrit Capillary Tubes	<p><b>Specification:</b>  - No anticoagulant.  - Blue Tip  <b>Material:</b> Glass  <b>Packaging:</b> Glass Tube  <b>Length-</b> 75mm +/- 1 mm.  <b>Capacity:</b> At least 75 ul,  <b>Funtionality:</b> For Various Hematology Test</p>

5. Any changes in the specifications and requirements discussed in this Pre-Bid Conference shall be issued in the form of Bid Bulletin. Supplemental/Bid Bulletins will be issued not later than seven (7) calendar days before the deadline for the submission and receipt of bids. Any modification to the Bidding Documents shall be identified as an amendment.

There being no other remaining topics for discussion, the **Pre-Bid Conference** was adjourned at **2:22 PM** after the BAC reiterated that deadline and opening of bids shall be on August 25, 2020 at 2:00 pm at Claver Ramos Auditorium, G/F Main Building of NKTl.


Minutes taken by:

  
**TERESA MAE FINES**  
BAC Support Staff

Reviewed by:

  
**MARY JANE ANCHETA, LLB**  
Head, BAC Secretariat

Approved by:

  
**ARNOLD S. UY, MD**  
BAC Chairman