



Republic of the Philippines
 Department of Education
 Procurement Management Service
 BAC Secretariat Division

ANNEX B

ONLINE PRE-BID CONFERENCE FORM

Directions: Please fill out all information requested legibly. Also, place a checkmark (✓) in the box(es) corresponding to all applicable items.

To be filled by ProcMS-BACSec staff only:
 Control No.: _____

PROJECT NO.: 2021-BLR2(007)-BV-CB-028
 PROJECT: Procurement of Production Materials for Tactile Format Learning Resources (LRs)
 TOTAL ABC: PhP4,017,764.50

DATE : _____

GENERAL INFORMATION

FULL NAME OF FIRM/COMPANY: _____

ADDRESS : _____

TEL. NO(S) : _____

FAX NO(S) : _____

EMAIL ADD. : _____

(1) AUTHORIZED REPRESENTATIVE

NAME : _____

POSITION : _____

TEL. NO. : _____

MOBILE NO. : _____

EMAIL ADD. : _____

(2) AUTHORIZED REPRESENTATIVE

NAME : _____

POSITION : _____

TEL. NO. : _____

MOBILE NO. : _____

EMAIL ADD. : _____

Where did you find out about this project? PhilGEPS DepEd website Bulletin Board

Authorized by:

 Name and Signature

Notes:

- Prospective bidders who intend to participate are required to communicate with the BAC Secretariat through email at depedcentral.bacsecretariat@deped.gov.ph their confirmation and indicate herein the authorized representative/s on or before the deadline indicated in the Invitation to Bid, Bidding Documents or Bid Bulletin.
- During the videoconferencing, a maximum of two (2) representatives per bidder shall be allowed to participate.
- Prospective bidders are required to download and secure accounts of their representative/s of the videoconferencing platform/application to be used.
- Email accounts may be: Google, Yahoo or Outlook.
- Representative/s are required to be present at least 20 mins. before the scheduled time.
- Representatives are required to abide by the house rules/protocol presented during the Pre-bid Conference.
- Upon receipt of this form which should not be later than 12:00 NN of November 03, 2021, the BAC Secretariat Division will send through email the link of the meeting.

This form is not for sale, and may be reproduced. Information to be provided by additional documents for firm's security.