

AMENDMENT 3

**Invitation for Bid (IFB)
UOG IFB No. B24-05**

Date Issued: December 20, 2023

“WORKSTATION CUBICLE”

This is to notify all prospective offerors of the following amendment set forth below:

1.1 Exhibit A, Bid Specifications, Table 4.1 should read as follows:

Room 205

Executive Desk U-Shape w/ Credenza & Overhead Storage as per the following specifications for Room 205 (or equivalent)	1 each
Bow Top Desk Shell 72"x39"	1 each
Return Shell 48"x24"	1 each
Credenza Shell 71"x24"	1 each
71"Overhead w/Glass Wood Door	1 each
Credenza 72"x30"	1 each
Full Height Pedestal Box/Box/File	1 each
Full Height Pedestal File/File	1 each
Reception Workstation as per the following specifications for Room 205 (or equivalent)	1 each
Reception Desk Shell 72"x36"x42"	1 each
Reception Return Shell 42"x24"	1 each
Hanging Pedestal Box/File 22"D	1 each
Hanging Pedestal Box/File 18"D	1 each
Executive High-Back Office Swivel Chair w/Headrest Mesh Back 400lb capacity black in color	2 each
Gest Chair Nylon back frame, mesh	2 each

1.2 Page 36 & 37 intentionally left blank & omitted.

1.3 Pre-Conference Meeting Minutes as set forth in the attached.



ADMINISTRATION & FINANCE
Consolidated Procurement Office

All other terms and conditions remain the same.

Abigail R.P. Martin
Comptroller

Please acknowledge receipt and return by email to uog.bids@triton.uog.edu:

Name of company: _____

Print Name/Signature/date

T: +1 671.735.2925 F: +1 671.734.3010 W: www.uog.edu E: uog.bids@triton.uog.edu

Mailing Address: 303 University Drive UOG Station Mangilao, Guam 96913

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UOG IFB B24-05
Workstation Cubicles
Pre-Bid Conference and Site Visit
12/19/23 @ 9:30 a.m.
CNAS

UOG Representatives:

Lori Villaverde – Extension Associate III, CES Admin
Megumi Hikichi – Extension Associate I, CES Admin
Paul Yamanaka – Extension Associate II (Asset & Property Facilitator), CES/WPTRC
Danton Cruz, Research Associate I, CES/WPTRC
Damian Guerrero – Property Control Officer, UOG Procurement Bids

Attendees:

Jean Grape, JMI Edison
Darwin Dela Cruz, JMI Edison
Richard Mesa, JMI Edison
Carlo Leon Guerrero, M80
Geoffrey Unsay, Hanssem
Dennis Chun, Hanssem

All attendees were asked to sign in and wait for the time for the site visit to begin.

The pre-bid conference site visit was called to order at 9:31 a.m. Damien from Procurement Bids explained that the site visit will be recorded for documentation purposes (Danton Cruz was the recorder for this meeting). Everyone introduced themselves beginning with the UOG representatives, then the attendees. Two attendees from Hanssem came in at 9:33 and introduced themselves.

We started the site visit with room 205, there was a question because the room 205 specifications were cut-off for the reception cubicle, I explained that the specifications for the reception cubicle were the same as room 207. Attendees were allowed to measure the space based on the specifications in the bid packet and the required cubicles for that room. We moved to room 207 where they also measured the room based on specifications and cubicle requirements. We then proceeded to room 228 main and 228 office room for the attendees to take measurements based on the specifications. Then proceeded to room 228 (2) and explained the layout of the cubicles and the attendees proceeded to take the measurements. Lastly for room 228 was the media room, the attendees took measurements and then we all proceeded to room 113 for them to take measurements. At room 113 questions were asked by attendees if some of the file cabinets were going to be removed and Paul Yamanaka answered “yes” on the one side. The last rooms to be measured were room 111/111B/111C all under 4-H. I had to excuse myself for a few minutes to check the layout of the cubicles as the format had changed. Once I returned, I explained the new layout design and the attendees proceeded to take measurements.



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Once all measurements were taken Damien explained to the attendees that any questions and responses during the site visit are unofficial and they must be submitted in written format to the procurement office at uog.bids@triton.uog.edu . All questions and answers will be issued as an amendment to the bid.

All attendees and UOG representatives left the site visit area at 10:29 a.m. which concluded the site visit for the attendees.

