



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
BIDS AND AWARDS COMMITTEE
BAC Secretariat Office: G/F Higher Education Development Center (HEDC) Bldg., CP
Garcia Avenue, UP Diliman, Quezon City
Website: <http://www.ched.gov.ph> email: chedbac@ched.gov.ph

BAC RESOLUTION NO. 2022-016

"Recommendation to extend the contract of UBIX CORPORATION for the Rental of Photocopying Machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process"

WHEREAS, as per BAC Resolution No. 2021-159 dated December 10, 2021, the Bids and Awards Committee (BAC), recommended for approval by the Commission en Banc (CEB) the **extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from January 1, 2022 to February 28, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process;**

WHEREAS, the Commission en Banc (CEB), through CEB Resolution No. 760-2021 dated December 23, 2021 with concurrence of the Management Committee approved the **extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from January 1, 2022 to February 28, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process;**

WHEREAS, on February 17, 2022, the Administrative, Financial and Management Services (AFMS) submitted to the Bids and Awards Committee (BAC) a memorandum requesting for an **extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process;**

WHEREAS, on February 21, 2022 special BAC meeting, the BAC, upon deliberation, recommended for approval of the Commission en Banc (CEB) the **extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process** following the provision stated in Appendix 24, 4.0 (4.5) of the Revised IRR of R.A 9184:

"xxxThe contemplated extension is merely an emergency measure to maintain status quo in the operations of the Procuring Entity and to avoid interruption of service.xxx"

WHEREFORE, RESOLVE AS IT IS HEREBY RESOLVED, that the Bids and Awards Committee hereby recommends for approval by the Commission en Banc (CEB) the **extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process.**

BAC RESOLUTION NO. 2022-016

Done this 21st day of February 2022, in accordance with Memorandum from the Office of the Executive Director dated May 28, 2020 re CHED Office Operations Beginning 01 June 2020.

Bids and Awards Committee


DIR. CORINNA FRANCES CABANILLA
Member


DR. MARIVIC V. IRIBERRI
Member


ATTY. FREDERICK MIKHAIL I. FAROLAN
Member


ATTY. CHRISTIAN E. RIVERO
Member

(on official business)
ATTY. RYAN L. ESTEVEZ
Vice-Chair


ATTY. CINDERELLA FILIPINA BENITEZ-JARO
Chairperson





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Member

(on official business)
ATTY. RYAN L. ESTEVEZ
Vice-Chair


ATTY. CINDERELIA FILIPINA BENITEZ-JARO
Chairperson




MEMORANDUM

TO : THE CHED MANAGEMENT COMMITTEE

FOR : THE HONORABLE CHAIRMAN AND COMMISSIONERS

THROUGH : **ATTY. CINDERELLA FILIPINA S. BENITEZ-JARO**
Executive Director IV

FROM : 
MS. BEATRIZ D. PASCUAL
Head, Bids and Awards Committee Secretariat

SUBJECT: **COMPLETED STAFF WORK (CSW) FOR THE RECOMMENDATION OF THE BAC FOR APPROVAL TO EXTEND THE CONTRACT OF UBIX CORPORATION FOR THE RENTAL OF PHOTOCOPYING MACHINES FOR TWO (2) MONTHS FROM MARCH 1, 2022 TO APRIL 30, 2022 OR UNTIL A NEW CONTRACT IS AWARDED TO THE WINNING BIDDER WHILE THE BAC IS CONDUCTING THE PUBLIC BIDDING PROCESS**

This is to respectfully submit the Complete Staff Work (CSW) for the recommendation of the BAC to approve the extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process for inclusion in the agenda for the February 22, 2022 Commission en Banc meeting / Joint Management Committee and Commission en Banc meeting under the items for the Bids and Awards Committee (BAC).

Attached with the CSW are the following documents:

1. BAC Resolution

The Bids and Awards Committee (BAC) hereby requests the recommendations from the CHED Joint Management Committee and Commission en Banc on the proposed actions for the above-mentioned concerns.

COMPLETE STAFF WORK (CSW) FORM

A. Subject:

Approval to extend the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process

B. Proponent Office: Bids and Awards Committee (BAC)

C. Action Requested

For comment

For approval

For endorsement

For signature

D. Rationale / Background Information:

Per BAC Resolution No. 2021-159 dated December 10, 2021, the Bids and Awards Committee (BAC), recommended for approval by the Commission en Banc (CEB) the extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from January 1, 2022 to February 28, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process.

The Commission en Banc (CEB), through CEB Resolution No. 760-2021 dated December 23, 2021 with concurrence of the Management Committee approved the extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from January 1, 2022 to February 28, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process

On February 17, 2022, the Administrative, Financial and Management Services (AFMS) submitted to the Bids and Awards Committee (BAC) a memorandum requesting for an extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process.

On February 21, 2022 special BAC meeting, the BAC, upon deliberation, recommended for approval of the Commission en Banc (CEB) the extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process following the provision stated in Appendix 24, 4.0 (4.5) of the Revised IRR of R.A 9184:

“xxxThe contemplated extension is merely an emergency measure to maintain status quo in the operations of the Procuring Entity and to avoid interruption of service.”xxx”

E. Supporting Documents:

- Draft CEB Resolution
 - MOA/Contract
 - CMO, CSO, CAO
 - Certification / Justification
- OTHERS, (Pls. Specify):


1. BAC Resolution

F. Proposed Keywords for the CEB Resolution Online Library Entry

(maximum of 5 keywords)

1. Extension of contract
2. UBIX CORPORATION
3. Bids and Awards Committee
4. Photocopying Machine
5. March 1, 2022 to April 30, 2022

G. Recommending Approval

OFFICE	SIGNATURE	REMARKS
BAC	 ATTY. CINDERELLA FILIPINA S. BENITEZ-JARO BAC Chairperson	

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EXCERPTS FROM THE MINUTES OF THE COMMISSION EN BANC MEETING
HELD ON 22 FEBRUARY 2022 VIA ZOOM VIDEO CONFERENCING

RESOLUTION No. ____ - 2022

WHEREAS, as per BAC Resolution No. 2021-159 dated December 10, 2021, the Bids and Awards Committee (BAC), recommended for approval by the Commission en Banc (CEB) the extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from January 1, 2022 to February 28, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process;

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“~~xxx~~The contemplated extension is merely an emergency measure to maintain status quo in the operations of the Procuring Entity and to avoid interruption of service.~~xxx~~”

RESOLVED, AS IT IS HEREBY RESOLVED, that in view of the recommendation of the Bids and Awards Committee, and upon its discussion and agreement, the Commission **approved** the extension of the contract of UBIX CORPORATION for the rental of photocopying machines for two (2) months from March 1, 2022 to April 30, 2022 or until a new contract is awarded to the winning bidder while the BAC is conducting the public bidding process.

J. PROSPERO E. DE VERA III

Chairman

Commission en Banc Meeting

22 February 2022

RONALD L. ADAMAT

Commissioner

JO MARK M. LIBRE

Commissioner

MARITA R. CANAPI

Commissioner

ALDRIN A. DARILAG

Commissioner

**EXCERPTS FROM THE MINUTES OF THE COMMISSION EN BANC MEETING
HELD ON 22 FEBRUARY 2022 VIA ZOOM VIDEO CONFERENCING**

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J. PROSPERO E. DE VERA III
Chairman
Commission en Banc Meeting
22 February 2022

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Commissioner

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Commissioner

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