

SUBMISSION AND OPENING OF BIDS

PROCUREMENT OF FOUR (4) ASIAN UTILITY VEHICLE FOR LEB (REBID)

BAC ROOM

2nd Floor HEDC Bldg., C.P. Garcia Avenue, Diliman, Quezon City

August 23, 2017 @ 10:30 A.M.

MINUTES OF MEETING

ATTENDANCE

BAC	DESIGNATION/OFFICE
EXEC. DIR. KAROL MARK R. YEE	- Chairperson
DIR. LUISA S. VALENCIA	- Vice-Chair, BAC
DR. LEONIDA S. CALAGUI	- Member
ATTY. SEPTON A. DE LA CRUZ	- Member
TWG-OGS	
MS. APOLONIA R. VIVO	- Head
MS. EVA M. PASIGPASIGAN	- Member
MR. DIANA C. AGUILAR	- Member
MS. SHEILA F. JALBUENA	- Member
MR. KENETTE A. CASTRO	- Member
SECRETARIAT	
MS. ROSALIE C. BUSCAR	-Head
MS. BEATRIZ D. PASCUAL	-Member
MS. YVET R. MADLANGSAKAY	- Member
CONSULTANT	
MS. EVELYN V. MOJICA	
COA OBSERVER	
MS. MELANIE JULIE SALAZAR	- Representative
END-USER	
MR. RODRIGO SAGUM	- Senior Education Program Specialist
BIDDER/REPRESENTATIVE	
MS. ROBIN ANNE L. LUCERO	- Toyota, Commonwealth
NOT PRESENT	
ATTY. CARMELITA Y. SISON	- Member, BAC
MR. ARTEMIO S. CAPELLAN, JR.	-Member, BAC Secretariat

I. CALL TO ORDER

There being a quorum, the meeting was called to order at 10:30 AM with the BAC Chair, Exec Dir. Karol Mark R. Yee, presiding.

II. INTRODUCTION OF BIDDERS/REPRESENTATIVES

Upon the instruction of the presiding officer, Ms. Rosalie Buscar, Head of the BAC Secretariat, introduced the representatives of the bidder who attended the bid opening. She also introduced the members of the Bids and Awards Committee, the Technical Working Group for Other Goods and Services (TWG-OGS) members, BAC Secretariat, Consultant, COA Representative and end-user who were present during the said activity.

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Handwritten initials

She reported the four (4) service providers who browsed the PhilGEPS website as per attached Document Request List, namely: (a) Toyota Makati, Inc. (b) Diamond Motor Corporation – Valle Verde Branch (c) Isuzu Automotive Dealership, Inc. – Rizal Branch and (d) Toyota-Commonwealth. However, two (2) vehicle providers, namely, (a) Toyota Makati, Inc. and (b) Toyota-Commonwealth, availed of the bidding documents and only Toyota-Commonwealth submitted the technical and financial bid envelopes including the Eligibility and the Financial bid.

III. OPENING OF THE FIRST ENVELOPE (ELIGIBILITY DOCUMENTS/, EXAMINATION OF ELIGIBILITY DOCUMENTS AND THE TECHNICAL PROPOSAL, EXAMINATION AND DETERMINATION OF RESPONSIVENESS AND DECLARATION OF ELIGIBLE/ INELIGIBLE BIDDERS

Upon the instruction of the presiding officer, the members of the Technical Working Group for Other Goods and Services (TWG-OGS) opened the **first envelope** which contained the eligibility documents and the technical bid proposal. The name/label was read and the documents inside the envelope were marked "**original copy**" and these were forwarded to the members of the Bids and Awards Committee for affixing of their initials in each page. The documents inside the envelope marked "**copy 1**" were used as reference by the members of the TWG-OGS for eligibility checking and evaluation purposes and the last set of documents marked "**copy 2**" were retained by the BAC Secretariat for safekeeping and custody.

Upon careful checking of the eligibility documents, the members of the TWG-OGS reported to the Bids and Awards Committee the result of their evaluation, as follows:

NAME OF BIDDER	Bid Security/Amount	EVALUATION RESULT (Eligibility/Technical)
Toyota Commonwealth	Bid Securing Declaration	Failed

The Bids and Awards Committee, upon the recommendation of the TWG-OGS, declared the bid submitted by Toyota Commonwealth "ineligible" due to the non-submission of the list of available service centers within Metro Manila required in the technical specifications of the bid.

IV. TECHNICAL WORKING GROUP FOR OTHER GOODS AND SERVICES RECOMMENDATION

The TWG-OGS recommended to return the financial bid of Toyota Commonwealth since it did not pass the eligibility/technical requirements of the bid. The TWG-OGS further recommended to declare failure of bidding and to adopt negotiated procurement (2 failed biddings) as the alternative mode of procurement.

The BAC acknowledged the recommendation of the TWG-OGS and upon deliberation, approved the same.

V. ADJOURNMENT

There being no other matters to discuss, the submission and opening of bids was adjourned at 11:30 A.M.

PREPARED BY:



BEATRIZ D. PASCUAL
Member, BAC Secretariat

NOTED BY:



EXEC. DIRECTOR KAROL MARK R. YEE
Chairperson, BAC

REVIEWED BY:



MS. ROSALIE C. BUSCAR
Head, Secretariat



DIR. LUISA S. VALENCIA
Vice-Chair



DIR. LEONIDA S. CALAGUI
Member



ATTY. SEPTON A. DE LA CRUZ
Member