

## BIDS AND AWARDS COMMITTEE

BAC Secretariat Office: G/F Higher Education Development Center (HEDC) Bldg.,  
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### MINUTES OF THE OPENING OF BIDS

#### Procurement of ICT Peripherals for the Improvement of Office Productivity of Central and Regional Offices (Lot 5 – A3 Printer) ABC: Php492,385.40

BAC Room, 2/F, HEDC Bldg.,  
C.P. Garcia Avenue,  
Diliman, Quezon City  
December 19, 2018; 2:00 P.M.

PRESENT	ATTENDANCE	DESIGNATION/OFFICE
<b>BAC</b>		
ATTY. CINDERELLA FILIPINA BENITEZ-JARO		- Chairperson/Presiding Officer
DIR. LUISA S. VALENCIA		-Vice-Chair
DIR. NELSON G. CAINGHOG		-Member
ATTY. SEPTON A. DE LA CRUZ		-Member
<b>TWG-OGS</b>		
MS. APOLONIA R. VIVO		-Head
MS. EVA M. PASIGPASIGAN		-Member
<b>SECRETARIAT</b>		
MR. NELSON E. ESPINA		-Head
MR. ARTEMIO S. CAPELLAN, JR.		-Member
MS. BEATRIZ D. PASCUAL		-Member
MS. YVET R. MADLANGSAKAY		-Member
MS. DINA L. ABRENICA		-Member
MS. DESIREE P. VERDEFLORES		-Member
<b>CONSULTANT</b>		
MS. EVELYN V. MOJICA		
<b>END-USER</b>		
ENGR. KENNETE A. CASTRO		-MIS-KMD
<b>COA OBSERVER</b>		
MR. ROMMEL B. MABUTE		
<b>PROSPECTIVE BIDDER/REPRESENTATIVE</b>		
MR. TAO LAURENCE HACHERO		-MCSA Marketing
MS. JENNIFER DISTOR		- IEQUITY Technologies, Corp.
MS. ROSE ANN TANGPOS		- IEQUITY Technologies, Corp.
<b>NOT PRESENT</b>		
ATTY. JOSELITO C. ALISUAG		-Member, BAC (on leave)
MS. DIANA C. AGUILAR		-Member, TWG-OGS (on official business)
MS. SHIELA F. JALBUENA		-Member, TWG-OGS (on leave)
MR. GREGORIO T. ATIENZA		-Member, TWG-OGS (on official business)

### 1. CALL TO ORDER

There being a quorum, the meeting was called to order at 9:15 PM with the BAC Chair, Atty. Cinderella Filipina S. Benitez-Jaro, presiding.

### 2. INTRODUCTION OF BIDDERS/REPRESENTATIVES/ BAC/TWG-OGS/ OBSERVER

Upon the instruction of the BAC Chairperson, Mr. Nelson E. Espina, Head of the Secretariat, presented the bidders who attended the bid opening. He introduced the BAC members, TWG-OGS members, BAC Secretariat, COA representative and end-user who were present during the bid opening.

In addition, Mr. Espina informed also the Committee that invitations were sent to the COA representative and to three (3) GPPB- recognized Observers namely, Mr. Vicente T. Lazatin, Executive Director-Transparency Accountability Network (TAN), Mr. Crisanto S. Frianeza, Secretary-General, Philippine Chamber of Commerce and Industry (PCCI) and Ms. Imelda Carillo, Philippine Institute for Supply Management (PISM). Said invitations were confirmed received by the invited observers. However, only the COA representative attended the bid opening.

Mr. Artemio S. Capellan, Jr, member of the Secretariat, mentioned the eleven (11) service providers who viewed the posting at PhilGEPS per attached Document Request List, namely: a) Advance Solutions, Inc., b) Integrated Computer Systems, Inc., c). Megakarte Smartcard Corporation, d) American Technologies, Inc., e) Trisphere Media Technologies, Inc. f). I-Asiatic Innovations Phils. Inc., g) Masangkay Computer Center, h). Tekzone Computer Sales & Services, Inc. i). S1 Technologies, Inc., j). IEquity Technologies Corp., k). EPLDT, Inc. Out of eleven (11) prospective bidders, only two (2), MCSA Marketing and IEquity Technologies Corp., availed of the bidding documents and submitted the technical and financial bid documents for Lot 5 – A3 Printer including the Financial bid envelope.

### 3. OPENING OF THE FIRST ENVELOPES (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 BAC Chairperson, the Secretariat presented to the BAC the sealed envelopes submitted by IEQUITY Technologies Corporation and MCSA Marketing which contained each bidder's proposals. The BAC Chairperson consecutively opened the **sealed envelopes** in public and requested the assistance of the members of the Technical Working Group for Other Goods and Services (TWG-OGS) to evaluate the technical components of the bid including the eligibility requirements.

Each bidder's envelopes were consecutively opened and the name/label was read. The documents inside the envelopes which were marked "**original copy**" of the technical components of the bid including the eligibility requirements were forwarded to the members of the BAC for affixing of their initials in each page. The documents inside the envelopes which were marked "**copy 1**" were used as reference by the members of the TWG-OGS for eligibility checking and evaluation purposes. The sealed envelopes which were marked "**copy 2**" were entrusted to the 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	EVALUATION RESULT (Eligibility based on the Technical Requirements)
IEQUITY Technologies Corp.	Bid Securing Declaration	Passed
MCSA Marketing	Bid Securing Declaration	Passed

The BAC, upon checking of the technical component of the bid and eligibility requirements found the bids of IEQUITY Technologies Corporation and MCSA Marketing as complying with the technical component and eligibility requirements and declared "passed".

**4. OPENING OF THE SECOND ENVELOPES (FINANCIAL PROPOSAL), EXAMINATION OF FINANCIAL PROPOSAL AND DETERMINATION OF RESPONSIVENESS AND READING OF FINANCIAL PROPOSAL AND THE APPROVED BUDGET FOR THE CONTRACT (ABC)**

The BAC Chairperson consecutively opened the second envelopes which were marked "original copy" which contained the financial bid component of IEQUITY Technologies Corporation and MCSA Marketing and forwarded to the members of the BAC for affixing of their initials in each page. The documents inside the envelope which were marked "copy 1" were used as reference by the members of the TWG-OGS for checking and evaluation purposes. The sealed envelopes which were marked "copy 2" were entrusted to the Secretariat for safekeeping and custody.

Hereunder is the Abstract of Bids on the evaluation of the first and second envelopes relative to the Procurement of ICT Peripherals for the Improvement of Office Productivity of Central and Regional Offices (Lot 5 – A3 Printer) with an ABC of Php492,385.40, as follows:

**ABC: Php492,385.40**

NAME OF BIDDER	FINANCIAL	
	As Read	As Calculated
IEQUITY Technologies Corp.	Php460,320.00	Php460,320.00
MCSA Marketing.	Php492,000.00	Php492,000.00

**5. TECHNICAL WORKING GROUP FOR OTHER GOODS AND SERVICES RECOMMENDATION**

The bid proposal of IEQUITY Technologies Corporation after having "passed" the technical evaluation, and their financial bid is within the Approved Budget for the Contract (ABC), was recommended as the "Lowest Calculated Bid", subject to post-qualification evaluation.

The BAC, acknowledged the recommendation and upon deliberation, approved to declare the bid of IEQUITY Technologies Corporation as the "Lowest Calculated Bid" subject to post qualification evaluation and instructed the TWG-OGS to report the result of the post qualification in the next BAC Meeting.

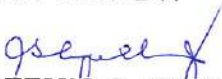
**6. COMMENTS/REACTION FROM THE BAC AND THE BIDDER**

The BAC informed the representative of IEQUITY Technologies Corporation that their bid was declared as the Lowest Calculated Bid and shall undergo post-qualification evaluation and will be notified on the schedule of post-qualification.

**7. ADJOURNMENT**

There being no other matter to discuss, the opening of bids was adjourned at 9:35 P.M.

PREPARED BY:


  
**ARTEMIO S. CAPELLAN, JR.**  
Member, BAC Secretariat


APPROVED BY:

  
**ATTY. CINDERELLA FILIPINA BENITEZ-JARO**  
Chairperson/ Presiding Officer

REVIEWED BY:

  
**NELSON E. ESPINA**  
Head, BAC Secretariat

  
**DIR. LUISA S. VALENCIA**  
Vice-Chair

  
**DIR. NELSON G. CAINGHOG**  
Member

  
**ATTY. SEPTON A. DE LA CRUZ**  
Member