

## 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](mailto:chedbac@ched.gov.ph)

### MINUTES OF THE OPENING OF BIDS

**Procurement of Service Provider for the Analysis, Design, Development, Deployment, And Pilot Rollout of Human Resource Information System (HRIS) with the following Sub-Systems: Attendance Monitoring and Payroll System (AMPS); Personnel Management Information System (PMIS); And Equipment and Supplies Inventory System (ESIS)**

**ABC: Php9,450,000.00**

BAC Room, 2/F, HEDC Bldg.,  
C.P. Garcia Avenue,  
Diliman, Quezon City  
December 26, 2018; 1:00 P.M.

#### ATTENDANCE

##### PRESENT

##### DESIGNATION/OFFICE

##### BAC

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

##### TWG-OGS

MS. APOLONIA R. VIVO	-Head
MS. EVA M. PASIGPASIGAN	-Member

##### SECRETARIAT

MR. ARTEMIO S. CAPELLAN, JR.	-Member
MS. BEATRIZ D. PASCUAL	-Member
MS. YVET R. MADLANGSAKAY	-Member
MS. DINA L. ABRENICA	-Member

##### BIDDER/REPRESENTATIVE

MS. LASY LAPUT	- ASIAGATE NETWORK, INC.
MS. NERISSA DIANO	- ASIAGATE NETWORK, INC.

##### NOT PRESENT

ATTY. JOSELITO C. ALISUAG	-Member, BAC
MS. EVELYN V. MOJICA	-Consultant
MS. DIANA C. AGUILAR	-Member, TWG-OGS
MS. SHIELA F. JALBUENA	-Member, TWG-OGS
MR. GREGORIO T. ATIENZA	-Member, TWG-OGS
MR. NELSON E. ESPINA	-Head, Secretariat
MS. DESIREE P. VERDEFLOR	-Member, Secretariat

#### 1. CALL TO ORDER

There being a quorum, the meeting was called to order at 3:40 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. Artemio S. Capellan, Jr. member of the Secretariat, introduced the single short-listed bidder's representative of Asiagate Network, Inc. He also introduced the BAC members, TWG-OGS members and Secretariat who were present during the bid opening.

In addition, Mr. Capellan informed 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, none of the observers attended the bid opening.

**3. 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 BAC Chairperson, the Secretariat presented to the BAC the sealed envelope submitted by Asiagate Network, Inc. The BAC Chairperson opened the **sealed envelope** in public and requested the assistance of the members of the Technical Working Group for Other Goods and Services (TWG-OGS) to evaluate the eligibility documents and the technical bid proposal.

The bidder's envelopes were opened and the name/label was read. The documents inside the envelope which was marked "**original copy**" was forwarded to the members of the BAC for affixing of their initials in each page. The documents inside the envelope which was marked "**copy 1**" was used as reference by the members of the TWG-OGS for eligibility checking and evaluation purposes. The sealed envelope which was marked "**copy 2**" was entrusted to the Secretariat for safekeeping and custody.

Upon careful checking of the technical components of the bid, the members of the TWG-OGS reported to the Bids and Awards Committee the result of their evaluation, as follows;

<b>NAME OF BIDDER</b>	<b>Bid Security</b>	<b>EVALUATION RESULT (Eligibility based on the Technical Requirements)</b>
Asiagate Network, Inc.	Bid Securing Declaration	Passed

The BAC, upon checking of the technical component of the bid found Asiagate Network, Inc. complying with the technical requirements and declared "**passed**".

**4. OPENING OF THE SECOND ENVELOPE (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 opened the second envelope which was marked "**original copy**" was forwarded to the members of the BAC for affixing of their initials in each page. The documents inside the envelope which was marked "**copy 1**" was used as reference by the members of the TWG-OGS for eligibility checking and evaluation purposes. The sealed envelope which was marked "**copy 2**" was entrusted to the Secretariat for safekeeping and custody

*[Handwritten signatures and initials in blue ink]*

Hereunder is the Abstract of Bids on the evaluation of the first and second envelopes relative to the Procurement of Service Provider for the Analysis, Design, Development, Deployment, And Pilot Rollout of Human Resource Information System (HRIS) with the following Sub-Systems: Attendance Monitoring and Payroll System (AMPS); Personnel Management Information System (PMIS); And Equipment and Supplies Inventory System (ESIS), with an ABC of Php9,450,000.00

**ABC: Php9,450,000.00**

NAME OF BIDDER	FINANCIAL	
	As Read	As Calculated
Asiagate Network, Inc.	Php9,388,000.38	Php9,388,000.38

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

The bid proposal of Asiagate Network, Inc. after having "passed" the technical evaluation, and their financial bid is within the Approved Budget for the Contract (ABC), was recommended as the Single Rated Bid, subject to negotiation and post-qualification evaluation.

The BAC acknowledged the recommendation and upon deliberation, approved to declare the bid of Asiagate Network, Inc. as the "Single Rated Bid" subject to negotiation and post-qualification evaluation.

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

The Bids and Awards Committee, upon deliberation, declared Asiagate Network Inc.as the Single Rated Bid and informed the representative of the bidder for the conduct of negotiation. The said representative will be notified of the negotiation schedule.

**7. ADJOURNMENT**

There being no other matter to discuss, the opening of bids was adjourned at 4:50 P.M.

PREPARED BY:

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

REVIEWED BY:

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

APPROVED BY:

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

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

**DIR. NELSON G. CAINGHOG**  
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Member