

# 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

### Supply, Delivery and Installation of File Compactors for CHED Offices ABC: Php6,174,912.50

BAC Room, 2/F, HEDC Bldg.,  
C.P. Garcia Avenue,  
Diliman, Quezon City  
December 19, 2018; 10:00 A.M.

<b>PRESENT</b>	<b>ATTENDANCE</b>	<b>DESIGNATION/OFFICE</b>
<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. DIANA C. AGUILAR		-Member
<b>SECRETARIAT</b>		
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. JUAN F. PURIRAN, JR.		- GSD-AFMS
<b>COA OBSERVER</b>		
MR. ROMMEL B. MABUTE		
<b>PROSPECTIVE BIDDER/REPRESENTATIVE</b>		
MS. JULIET LICUAN		- Jaha General Interiors
MR. ALBERT BANTILING		- Jaha General Interiors
MR. DELMER EBUEZA		- Progress Home and Office Furn.
MS. SARAH DIAZ		- Project Management and Technical Resources Corporation
MR. ANTHONY U. TIU		- IKF Home Furnishing & Office Furniture
<b>NOT PRESENT</b>		
ATTY. JOSELITO C. ALISUAG		-Member, BAC (on leave)
MS. APOLONIA R. VIVO		-Head, TWG-OGS (on official business)
MS. SHIELA F. JALBUENA		-Member, TWG-OGS (on leave)
MR. GREGORIO T. ATIENZA		-Member, TWG-OGS (on official business)
MS. EVA M. PASIGPASIGAN		-Member, TWG-OGS (on official business)
MR. NELSON E. ESPINA		-Head, Secretariat (on official business)



## 1. CALL TO ORDER

There being a quorum, the meeting was called to order at 10:20 A.M. with the BAC Chairperson, 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, presented the bidders who attended the bid opening. He introduced the BAC members, TWG-OGS members, BAC Secretariat, COA representative, Consultant and end-user 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, only the COA representative attended the bid opening.

He mentioned also the seven (7) suppliers who viewed the posting at PhilGEPS per Document Request List dated December 4, 2018, namely: a) Progress Home and Office Furnishing-Quezon, b) Distinctive Blinds & Office Systems, Inc., c) Design Excellence Home & Office System Co., d) Unicom Office Designs, e). NSB Engineering Design and Fabrication, f). Microimaging Sales and Services, Inc. g) Filcrafters Incorporated. However, four (4) bidders, (a) Project Management and Technical Resources Corporation, (b) IKF Home Furnishings and Office Furniture, (c) Progress Home and Office Furnishing and (d) Jaha General Interiors, availed of the bidding documents and submitted the technical and financial bid documents 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 Jaha General Interiors, Project Management and Technical Resources Corporation, IKF Home Furnishings and Office Furniture, and Progress Home and Office Furnishing 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)
Jaha General Interiors	Bid Securing Declaration	Failed
Project Management and Technical Resources Corporation	Bid Securing Declaration	Passed
IKF Home Furnishings and Office Furniture	Bid Securing Declaration	Passed
Progress Home and Office Furnishing	Bid Securing Declaration	Passed

The BAC, upon checking of the technical component of the bid and eligibility requirements, found the bid of Jaha General Interiors not complying with the eligibility requirements, particularly on the computation of the NFCC which was multiplied by 10 instead of 15, as stated in Section 5.5 Instruction to Bidders of the Bidding Documents.

The BAC, after thorough deliberation declared Jaha General Interiors as having **"failed"** the eligibility requirements of the bidding.

The BAC, upon evaluation of the technical component and eligibility requirements found the bids of Project Management and Technical Resources Corporation, IKF Home Furnishings and Office Furniture and Progress Home and Office Furnishing 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 Project Management and Technical Resources Corporation, IKF Home Furnishings and Office Furniture, and Progress Home and Office Furnishing 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 Supply, Delivery and Installation of File Compactors for CHED Offices, with an ABC of Php6,174,912.50, as follows:

**ABC: Php6,174,912.50**

NAME OF BIDDER	FINANCIAL	
	As Read	As Calculated
Project Management and Technical Resources Corporation	Php1,641,828.00	Php1,641,828.00
IKF Home Furnishings and Office Furniture	Php3,600,000.00	Php3,600,000.00
Progress Home and Office Furnishing	Php2,497,950.00	Php2,497,950.00

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

The bid proposal of Project Management and Technical Resources 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 Project Management and Technical Resources 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.

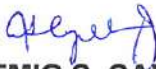
**6. COMMENTS/REACTION FROM THE BAC AND THE BIDDER**

The BAC informed the representative of Project Management and Technical Resources 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**

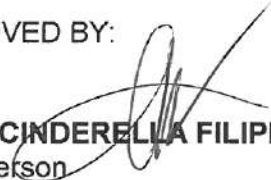
There being no other matter to discuss, the opening of bids was adjourned at 11:35 A.M.

PREPARED BY:



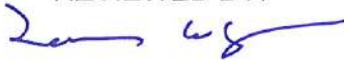
**ARTEMIO S. CAPELLAN, JR.**  
Member, BAC Secretariat

APPROVED BY:



**ATTY. CINDERELLA FILIPINA BENITEZ-JARO**  
Chairperson

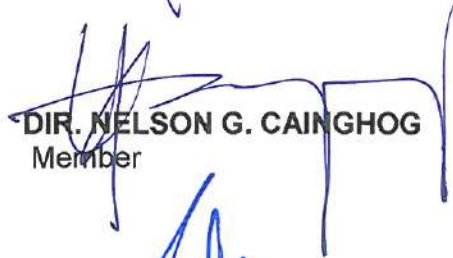
REVIEWED BY:



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



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



**DIR. NELSON G. CAINGHOG**  
Member



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