



University of Southeastern Philippines
Bids and Awards Committee

Minutes for the Opening of Bid

Project: **Procurement of ICT Equipment (Hardware & Software) for
SDMD, Obrero Campus, Davao City**

Contract No. 2020-06/Goods

October 09, 2020 at 3:15 PM

Venue: University Hostel, Dining Hall

Obrero Campus, Davao City

ABC: PhP. 5,260,000.00

Present:

Bids and Award Committee:

Dr. Reynilo D. Garcia	-	Chairperson
Dr. Reynaldo M. Nogodula	-	Vice Chairperson
Dr. Jose Alther M. Rivera	-	Member
Asso. Prof. Rioliza B. Molina	-	Member
Ms. Nimfa V. Maniscan	-	Alternate Member
Ms. Rhinna M. Saan	-	Alternate Member

BAC Secretariat:

Ms. Olivia D. Estremos	-	BAC Secretariat Head
Ms. Melanie C. Pagkaliwagan	-	BAC Secretariat
Ms. April P. Cimafranca	-	BAC Secretariat
Mr. Alfred B. Torre	-	BAC Staff
Mr. Teodorico C. Tinaco Jr.	-	BAC Staff
Mr. Ismael Fabroa	-	BAC Staff

TWG:

Engr. Ariel Pabilona	-	TWG ICT/IT Equipment
----------------------	---	----------------------

Bidder:

Ms. Mylene M. Sabulao	-	Columbia Computer Ctr.
Ms. Desime D. Daude	-	Unicenter Communications

47
 48
 49
 50
 51
 52
 53
 54
 55
 56
 57
 58
 59
 60
 61
 62
 63
 64
 65
 66
 67
 68
 69
 70
 71
 72
 73
 74
 75
 76
 77
 78
 79
 80
 81

A. Proceedings:

Upon declaration of a quorum, in behalf of BAC Chair Dr. Garcia, the BAC Vice Chair Dr. Nogodula called the meeting to order with four (4) BAC members attended at 3:15 o'clock in the afternoon. He also acknowledged the presence BAC Secretariat Members, TWG and the Bidders.

B. Reading of Minutes:

The BAC Vice Chair requested the BAC members to suspend the reading of the previous minutes of the pre-bid conference for the Procurement of ICT Equipment (Hardware & Software) for SDMD, Obrero Campus, Davao City since it was emailed already to the respective BAC members for further review. Dr. Rivera moved for the approval of minutes and seconded by Prof. Molina.

C. Business Matters:

The BAC Vice Chair emphasized the procedure in determining the prospective bidder's eligibility. He said that the BAC shall use the non-discretionary "pass/fail" criteria, as stated in the IAEB and the ITB. Any missing document that is required in the bid shall be a ground for disqualification (IRR-A Section 23.2).

The Vice Chair emphasized that a prospective bidder is eligible to bid for the procurement of goods if it complies with the eligibility requirements prescribed for the competitive bidding and should be within the period stated in the invitation to bid. The bidders are required to observe the highest standard of ethics during the procurement and execution of contract.

The Chair declared the opening of the eligibility documents of the bidder. There were two bidders who participated in the bidding, namely: Unicenter Communications, and Columbia Computer Center. The results of the bid, to wit:

Requirements	Bidder	
	Unicenter Communications	Columbia Computer Center Inc.
Eligibility Documents		
Class "A" Legal Documents		
Certificate of PhilGEPS Registration (Platinum)	✓ November 11, 2020	✓ June 10, 2021
SEC/DTI registration certificate	✓ DTI Registration 04797131	✓ Sec Registration D199701270

	June 19, 2022	Feb. 19, 2016
Valid and current Mayor's permit or equivalent document for exclusive zones or areas	✓ December 31, 2020	✓ December 31, 2020
Valid and Current Tax Clearance Certificate (CY 2016) stating that the bidder has no listed tax liability, issued by the Collection enforcement Division (CED), BIR Main Office.	✓ March 04, 2021	✓ February 10, 2020
Class "A" Technical Documents		
Statement of all on-going government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid.	✓ 1 Government Ongoing Contract ✓ 1 Private Ongoing Contract	✓ 2 Government Ongoing Contracts
Statement of Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of this IRR, within 2015-2018	✓ PhilHealth XII (June 27, 2018) PhP. 2,896,527.00	✓ DepEd XI (August 12, 2016) PhP. 43,298,268.00
Class "A" Financial Documents		
Audited financial statements, stamped "received" by the BIR or its duly accredited and authorized institutions for the preceding calendar year which should not be earlier than two (2) years from date of submission, showing, among others the total and current assets and liabilities.	✓	✓
Computation of Net Financial Contracting Capacity (NFCC)/CLC	✓ PhP. 322,419,805.00	✓ PhP. 514,155,515.00
Class "B" Technical Document		
Required Bid Security or Bid Securing Declaration	✓ Bid Securing	✓ Bid Securing
Technical Specifications	✓	✓

Omnibus Sworn Statement	✓ 1-9	✓ 1-9
Financial Component		
Duly Signed Bid Prices in prescribed bid form	✓	✓
Additional Requirements (for post qualification)		
Latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (EFPS) as of 4 th Quarter of CY 2016	✓	✓
Remarks	Complying	Complying
Amount of Bid as Read	PhP. 5,201,700.00	PhP. 4,176,592.00

82

83

84 **D. Comments and Suggestions**

85

86 The presider informed the body that although the BAC had already deliberated the
87 bidding documents for technical and financial components, the same will still pass
88 through the post qualification evaluation by the University Technical Working Group
89 (TWG) and End User for further assessment.

90

91 **E. Adjournment:**

92

93 With no further instructions from the BAC and clarifications from the body, the
94 opening of bid was adjourned at 4:15 in the afternoon.

95

96

97 **Prepared by:**

98

99

100 **OLIVIA D. ESTREMOS**

101 BAC Secretariat Head

102

103

104 **Approved by:**

105

106

107

108 **REYNILO D. GARCIA**

109 Chairman, BAC/Goods

110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157



University of Southeastern Philippines
(Bids and Awards Committee)

Attendance Sheet

Opening of Bids: Procurement of ICT Equipment (Hardware and Software Services) for USEP-Obrero Campus

University Hostel, USEP Obrero Campus, Davao City 09 October 2020 @ 3:30 p.m

WHY WE NEED YOUR DATA (P.A. 1877): The [Campus/Office/Division/Unit] needs your personal data below to provide verifiable evidence in support to this event and that you participated therein. We will include your data in our printed and electronic reports that we will send through secured channels. By signing herein, we will continuously keep your data and under lock and key, and will not lease your data to subcontract staff. If you do not agree, please inform us and we will permanently delete your data after we have sent our reports.

WE WILL TAKE PHOTOVIDEOS THROUGHOUT THE EVENT. We will use them as further evidence of this event in compliance to governmental accounting and finance procedures. We will publish your name, organization, and position (together with your photo/video only if needed, such as to identify you as speaker). If you do not agree to have your photo/video taken and used with your other personal data as such, please inform the photographer/video-grapher. If you wish to see your photo/video, or lodge a complaint, or withdraw your consent to our continued use of your photo/video and other personal data, please email baac@usep.edu.ph or call (032-227-8102 loc. 303).

No.	Name			Office	Designation	Contact Number	Email Address	Gender		Please mark (✓) if you agree with the above stipulations.	Signature
	Last Name	First Name	M.I.					Male	Female		
1	URANDILLA	Regina	M.	COB/BAC	Vice Chair, BAC			✓		✓	<i>[Signature]</i>
2	MARASCAN	Nancy	V.	Reg	BAC Advisor				✓	✓	<i>[Signature]</i>
3	CINATRANG	Nancy Ann	P.	BAC/DR	BAC Sec				✓	✓	<i>[Signature]</i>
4	ETERRANG	Alvin	O.	USEP	BAC Sec				✓	✓	<i>[Signature]</i>
5	DINA CO	Ignacio	C.	USEP/BAC	Staff			✓		✓	<i>[Signature]</i>
6	RIVERA	Jose Atty	M.	OSAS/BAC	BAC Member						<i>[Signature]</i>
7	POLINA	Roliza	B.	COB/BAC	BAC Member						<i>[Signature]</i>

Attendance Sheet

Page 1 of 2

No.	Name			Office	Designation	Contact Number	Email Address	Gender		Please mark (✓) if you agree with the above stipulations.	Signature
	Last Name	First Name	M.I.					Male	Female		
8	PROKALANGAN	Arelia	C.	OS/BAC	BAC Sec				✓	✓	<i>[Signature]</i>
9	DALBE	Desiree		USEP/COB	Staff				✓	✓	<i>[Signature]</i>
10	SEBILAN	Mylene		Columbic	Asst. Officer				✓	✓	<i>[Signature]</i>
11	FARSA	MARGIE	Q.	USEP	Staff			✓		✓	<i>[Signature]</i>
12	DAVE	Alfred	B.	BAC	Staff			✓		✓	<i>[Signature]</i>
13											
14											
15											
16											
17											
18											
19											
20											
21											
22											
23											
24											
25											

Attendance Sheet

Page 2 of 2

