



University of Southeastern Philippines
Bids and Awards Committee

Minutes for the Opening of Bid

Project: **Procurement of Air-conditioning Unit with Installation for RDE
Building, USEP Tagum-Mabini Campus , Mabini Unit**

Contract No. 2020-03/Goods

September 23, 2020 at 2:15 PM

Venue: University Hostel, Dining Hall

Obrero Campus, Davao City

ABC: PhP. 2,000,000.00

Present:

Bids and Award Committee:

Dr. Reynilo D. Garcia	-	Chairperson
Dr. Reynaldo M. Nogodula	-	Vice Chairperson
Dr. Jose Alther M. Rivera	-	BAC Member
Prof. Rioliza Molina	-	BAC Member
Ms. Rhina M. Saan	-	BAC Member Alternate
Ms. Nimfa Maniscan	-	BAC Member Alternate

BAC Secretariat:

Ms. Olivia D. Estremos	-	BAC Secretariat Head
Ms. Melanie C. Pagkaliwagan	-	BAC Secretariat
Ms. Mary Aprilly P. Cimafranca	-	BAC Secretariat
Ms. Emmele T. Embat	-	BAC Secretariat
Mr. Alfred B. Torre	-	BAC Staff
Mr. Teodorico C. Tinaco Jr.	-	BAC Staff
Ms. Jolina C. Mantiles	-	BAC Staff

Procurement Unit:

Ms. Nora R. Dela Viña	-	Procurement Unit Head
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Bidder:

Ms. Grace T. Ocnieja	-	Olive-Air
Ms. Kristina Ana H. Mayola	-	RC BAR Builders

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A. Proceedings:

Upon declaration of a quorum, the BAC Chair Dr. Garcia called the meeting to order with Two (2) BAC members attended at 2:15 o'clock in the afternoon. He also acknowledged the presence BAC Secretariat Members and the Bidders.

B. Reading of Minutes:

The BAC Chair read the minutes of the previous meeting of the pre bid conference for the Procurement of Air-conditioning Unit with Installation for RDE Building, USEP Tagum-Mabini Campus, Mabini Unit. Dr. Rivera moved for the approval of minutes and seconded by Dr. Nogodula.

C. Business Matters:

The BAC 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 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 participated in the bidding, RC Bar Builders and Oliv-Air. The results of the bid, to wit:

Requirements	Bidder	
	RC BAR Builders	Oliv-Air
Eligibility Documents		
Class "A" Legal Documents		
Certificate of PhilGEPS Registration (Platinum)	✓ April 17, 2021	✓ September 07, 2020
SEC/DTI registration certificate	✓ DTI October 23, 2022	✓ DTI November 14, 2023

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 5, 2021	✓ August 27, 2021
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.	Not complying (X) Indicated "None"	✓ 1 Private Contract PhP. 16,400,00000
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	✓ USEP Air-conditioning Unit (September 16, 2019) PhP. 132,500.00 Not complying (X) DPWH School Building (not similar to the contract to be bid) (December 21, 2018)	✓ Anflo Management Air-conditioning Unit (February 15, 2018) PhP. 9,227,022.80 ✓ Iligan Light Air-conditioning Unit (July 08, 2020)
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.		✓ Complying
Computation of Net Financial Contracting Capacity (NFCC)/CLC		✓ PhP. 13,860,532.75
Class "B" Technical Document		

Required Bid Security or Bid Securing Declaration		✓ Bid Securing
Technical Specifications		✓ Complying
Omnibus Sworn Statement		✓ 1-9
Financial Component		
Duly Signed Bid Prices in prescribed bid form		✓ Complying
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		✓ Complying
Remarks	Non-Compliance	Complying
Amount of Bid as Read	-	PhP. 1,943,340.00

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D. Comments and Suggestions

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

E. Adjournment:

With no further instructions from the BAC and clarifications from the body, the opening of bid was adjourned at 3:50 in the afternoon.

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Prepared by:



OLIVIA D. ESTREMOS
BAC Secretariat Head

Approved by:



REYNILLO D. GARCIA
Chairman, BAC/Goods