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University of Southeastern Philippines
Bids and Awards Committee
Minutes Post-Qualification Evaluation

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Project: Procurement of Various Titles of Books for ULRC
USEP Obrero Campus, Davao City
Contract No. 2020-13/Goods
January 13, 2021 at 2:00 P.M.
Venue : Via Google meet
Obrero Campus, Davao City

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Present were:

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Bids and Award Committee:

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

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BAC Secretariat:

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Ms. Olivia D. Estremos	-	BAC Secretariat Head
Ms. Emmele L. Embat	-	BAC Secretariat Member
Ms. April Cimafranca	-	BAC Secretariat Member

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TWG:

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Ms. Gresiel Ferrando	-	TWG/ICT
April Mae Delola	-	Staff/ULRC

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A. Proceedings:

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Upon declaration of a quorum, the BAC Chair Dr. Garcia called the meeting to order with Four (4) BAC members attended at 2:00 o'clock in the afternoon. He also acknowledged the presence BAC Secretariat Members, and TWG.

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B. Business Matters:

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Dr. Garcia informed the body regarding the rules and regulations and the following criteria of the Post-qualification under (IRR-A Section 34.2) of RA 9184:

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1. Legal Requirements. The post-qualification process under this criterion involves the verification, validation and ascertaining of the supplier's claim that it is not included in any government "blacklist," as well as all the licenses, permits and other documents it submitted. The legal requirements refer to the Legal Documents submitted by the bidder as part of the eligibility requirements, e.g., SEC registration, DTI business name registration, Mayor's permit, TIN, etc. The bidder's status with regard to "blacklisting" may be verified by checking the Consolidated Blacklisting Report issued by the GPPB, or the "blacklist" of any government agency.

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2. Technical Requirements. Post-qualification under this criterion means that the BAC would have to validate, verify, and ascertain the veracity of the documents submitted by a supplier to prove compliance of the goods and services offered with the requirements of the contract and bidding documents. This involves the following processes:

- a. Verification and validation of the bidder’s stated competence and experience;
- b. Verification and/or inspection and testing of the goods/products, after-sales and/or maintenance capabilities, in applicable cases; or inspection of the plant/factory of a manufacturer, to determine production capacity; and
- c. Ascertainment of the authenticity and sufficiency of the Bid Security as to type, amount, form and wording, and validity period.

3. Financial Requirements. Under this criterion, the BAC ought to verify, validate and ascertain the bid price proposal of the bidder and, whenever applicable, its computation of the NFCC, the required bank commitment to provide a credit line to the bidder, or the hold out on deposit status of the cash deposit certificate, in the amount specified and over the period stipulated in the ITB. This is to ensure that the bidder can sustain the operating cash flow of the transaction.

C. Presentation

The Technical Working Group (TWG):

Miss Gresiel as presenter for the TWG group presented the TWG reports, as well as, the legalities of the documents submitted from the lone bidder Belview Co., Inc. it came out that Belview Company passed and complied all the eligibility requirements.

DOCUMENTARY REQUIREMENTS EVALUATION:

Bidder’s Name: Belview Co., Inc.

REQUIREMENTS FINDINGS COMMENTS

1. Eligibility Envelope

1.1. Certificate of PHILGEPS Registration Complying Platinum Membership valid until June 24, 2021.

1.2 DTI Business Name Registration or SEC Registration Complying Submitted a copy of CERTIFICATE OF FILING OF AMENDED ARTICLES OF INCORPORATION referencing their S.E.C. Registration no : CS200314261

1.3 Business Permit/ Mayor’s Permit Complying Submitted a copy of MAYOR’S PERMIT issued by City of Davao, valid until December 31, 2020

1.4 Tax Identification Number Complying Submitted Tax Clearance Certificate issued on January 8, 2020 with Tax Identification Number 225-017-175-000 and TCC NO. 07B-041-01-08-R0017-2020. Verified from the Released Tax Clearance of BIR.

<http://www.bir.gov.ph>

- 100 1.5 Statement of Non-Blacklisted Complying Stated in OMNIBUS SWORN
101 STATEMENT dated December 3, 2020 (3).
102 1.6 Affidavit of No-Relations Complying Stated in OMNIBUS SWORN STATEMENT
103 dated December 3, 2020 (6).
104 1.7 Valid joint venture agreement Complying Not Applicable
105 1.8 Authorizing BAC to verify statements Complying Stated in OMNIBUS SWORN
106 STATEMENT dated December 3, 2020 (5).
107 1.9 Oath of Authenticity Complying Stated in OMNIBUS SWORN STATEMENT dated
108 December 3, 2020 (4).
109 1.10 Articles or Partnership of Incorporation Complying Submitted AMENDED
110 ARTICLE OF INCORPORATION.
111 1.11 On-going and awarded contracts Complying Submitted Notice of Award issued by
112 UP Los Banos amounting to Php 244,211.00, Mindoro State College of Agriculture
113 and Technology (4 projects) amounting to Php 3,785,057.00; 906, 523.00;
114 417,499.99; 75,155.00
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116 Comments/Suggestions:

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118 Dr. Rey Garcia informed the body about his observations after scrutinizing on
119 Gresiel's reports that the lone bidder complied and passed all the eligibility requirements
120 of Belview Company and is capable for the project.
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122 BAC Sec Head Ms. Estremos agreed the BAC Chair and told the BAC Members
123 that Ms. Gresiel will sent the TWG Reports or Post Qua Reports to the BAC Secretariat
124 from there; the Secretariat will prepare the BAC Resolution for awarding of the project.
125 Since the transactions flows smoothly they body agreed for the adjournment.
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127 **D. Adjournment:**

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129 With no further instructions from the BAC and clarifications from the Bidders
130 and there being no other matters to be discussed, the meeting was adjourned at 2:30 p.m.
131 It was moved by Dr. Alther Rivera; then seconded by Prof. Rioliza Molina.
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135 Prepared by:

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139 **OLIVIA D. ESTREMOS**
140 **BAC Secretariat Head**
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143 Approved by:

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147 **REYNILO D. GARCIA**
148 **BAC Chairman/Goods**
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