



University of Southeastern Philippines  
*Bids and Awards Committee*

**Minutes for the Opening of Bid**

Project: **Procurement Digital Data Storage Facility, USEP Obrero,  
Mintal and Tagum Campuses, Davao City**

Contract No. 2020-07/Goods

November 18, 2020 at 2:00 PM

Venue: University Hostel, Dining Hall

Obrero Campus, Davao City

ABC: PhP. 8,784,000.00

**Present:**

Bids and Award Committee:

Dr. Reynaldo M. Nogodula	-	Vice Chairperson
Dr. Jose Alther M. Rivera	-	Member
Asso. Prof. Rioliza B. Molina	-	Member
Ms. Nimfa V. Maniscan	-	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

46  
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

**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 2:00 o'clock in the afternoon. He also acknowledged the presence BAC Secretariat Members, TWG and the Bidders.

**B. Business Matters:**

The BAC Vice Chair (Dr. Reynaldo Nogodula) emphasized on the procedure in conducting the opening of bid & 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 Vice Chair declared the opening of the eligibility documents of the bidder. There were two bidders participated in the bidding Columbia Computer Center and Unicenter Communications. The results of the bid, to wit:

Requirements	Bidder	
	Columbia Computer Center Inc.	Unicenter Communications
<b>Eligibility Documents</b>		
<b>Class "A" Legal Documents</b>		
Certificate of PhilGEPS Registration (Platinum)	✓ June 10, 2021	✓ November 11, 2021
SEC/DTI registration certificate	✓ Sec Registration D199701270 Feb. 19, 2016	✓ DTI Registration 04797131 June 19, 2022
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.	✓ February 10, 2020	✓ March 04, 2021
<b>Class “A” Technical Documents</b>		
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.	✓ 3 Government Ongoing Contracts	✓ 1 Government Ongoing Contract  ✓ 1 Private Ongoing Contract
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	✓ DepEd XI (August 12, 2016) PhP. 43,298,268.00	✓ National Power Corporation- Mingen (December 06, 2018) PhP. 8,469,744.00
<b>Class “A” Financial Documents</b>		
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. 514,155,515.00	✓ PhP. 322,658,355.00
<b>Class “B” Technical Document</b>		
Required Bid Security or Bid Securing Declaration	✓ Bid Securing	✓ Bid Securing
Technical Specifications	✓	✓
Omnibus Sworn Statement	✓ 1-9	✓ 1-9
<b>Financial Component</b>		

Duly Signed Bid Prices in prescribed bid form	✓	✓
<b>Additional Requirements (for post qualification)</b>		
Latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System ( EFPS ) as of 4 <sup>th</sup> Quarter of CY 2016	✓	✓
<b>Remarks</b>	<b>Complying</b>	<b>Complying</b>
<b>Amount of Bid as Read</b>	PhP. 7,636,870 .00	PhP. 8,310,908.49

72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102

**C. 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.

**D. Adjournment:**

With no further instructions from the BAC and clarifications from the body, the opening of bid was adjourned at 3:00 in the afternoon.

**Prepared by:**

  
**OLIVIA D. ESTREMOS**  
BAC Secretariat Head

**Approved by:**

**REYNILO D. GARCIA**  
Chairman, BAC/Goods



University of Southeastern Philippines  
(Bids and Awards Committee)

Attendance Sheet

Opening of Bids: Procurement of University's Digital Data Storage Facility USEP-Obrero, Mintal and Tagum Campuses

University Hostel, USEP Obrero Campus, Davao City 18 November 2020 @ 2:15 p.m.

WHY WE NEED YOUR DATA (RA. 10172): 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 limit their use to authorized staff. If you do not agree, please inform us and we will permanently destroy your data after we have sent our reports.

WE WILL TAKE PHOTOS/VIDEOS THROUGHOUT THIS 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 title with your photo/video only if needed, such as to identify you as speaker. If you do not agree to have your photos/videos taken and used with your other personal data as such, please inform the photographer/videographer. If you wish to see your photos/videos, or lodge a complaint, or withdraw your consent to our continued use of your photos/videos and other personal data, please email [baac@usep.edu.ph](mailto:baac@usep.edu.ph), or call [0917-277-0100 ext. 333].

	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	LEONARDA	Regina	M.	CEO / BAC	BAC Chair, BAC	0917-277-0100		✓		✓	
2	CHRISTIANNA	Mary April	P.	OUR / BAC	BAC SEC	09107675032			✓	✓	
3	ESTHER	Ornela	O.	BAC	BAC SA				✓	✓	
4	SABIDO	MYSENE	M.	BAC	Staff	09172770100	mylene.sabido@usep.edu.ph	✓		✓	
5	MARICORA	NIEMBA	V.	BAC	BAC Member	09172770100		✓		✓	
6	MALINA	ANITA	S.	CAS/BAC	BAC Member	0917-915-8299		✓		✓	
7	REYES	TERESA	C.	BAC	Staff	0917-277-0100		✓		✓	

Attendance Sheet

Page 1 of 2

	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	FABRA	ISMAEL	R.	BAC	Staff	0947750707		✓		✓	
9	TOLE	AIRED	O.	BAC	Staff			✓		✓	
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											
21											
22											
23											
24											
25											