

	PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES Control of Records Quality Form	PCAF-QP03-F03 Version 2
	HIGHLIGHTS OF THE MEETING	BAC-HoM-2024-0
		<i>Reference Number</i>
		Date: 10/28/2024

Title of Meeting:	Opening and Bid Evaluation of One (1) Lot Five (5) Units High-Quality Multifunction Network Printers and One (1) Unit Digital LED Printer		
Date & Time:	October 22, 2024, 2024/10:00 AM		
Venue:	Apacible B Conference Room		
No. of Participants:	13		
Sex Ratio:	<input type="text" value="8"/> Male <input type="text" value="5"/> Female		
Classification of Participants (No.):	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <input type="text" value="10"/> Government <input type="text"/> Academe <input type="text"/> PWD <input type="text" value="1"/> Senior Citizen <input type="text"/> Indigenous People </td> <td style="width: 50%; border: none;"> <input type="text" value="3"/> Private Sector <input type="text"/> Academe <input type="text"/> PWD <input type="text"/> Senior Citizen <input type="text"/> Indigenous People </td> </tr> </table>	<input type="text" value="10"/> Government <input type="text"/> Academe <input type="text"/> PWD <input type="text" value="1"/> Senior Citizen <input type="text"/> Indigenous People	<input type="text" value="3"/> Private Sector <input type="text"/> Academe <input type="text"/> PWD <input type="text"/> Senior Citizen <input type="text"/> Indigenous People
<input type="text" value="10"/> Government <input type="text"/> Academe <input type="text"/> PWD <input type="text" value="1"/> Senior Citizen <input type="text"/> Indigenous People	<input type="text" value="3"/> Private Sector <input type="text"/> Academe <input type="text"/> PWD <input type="text"/> Senior Citizen <input type="text"/> Indigenous People		

Agenda/ Issues/Concerns	Agreements/ Actions to be taken	Responsible Agency/Unit	Timeline
I. Call to Order	The meeting was called to order at 10:00 AM by the BAC Chairperson, Ms. Melinda T. Quiñones, for the Opening of Bids for the Procurement of One (1) Lot Five (5) Units High-Quality Multifunction Network Printers and One (1) Unit Digital LED Printer. - ITB No. 2024-002 with the Approved Budget for the Contract (ABC) amounting to Php 1,670,000.00.		
I. Attendees Prospective Bidders Operation Officer: Company: Operation Officer: Company: Operation Officer: Company: BAC Chairperson: Vice Chairperson: Regular Member: Regular Member: BAC Secretariat Head: Member: BAC-TWG ICTS Head End-User Staff, PMKMD MES Staff, PMKMD MES Observer Representative, PCAFEA	<ul style="list-style-type: none"> ● Mr. Marjun Dumalagan Copy Data System Corporation ● Mr. Joms Ragel ECopy Corporation ● Ms. Karen G. Balidio ECopy Corporation ● Ms. Melinda T. Quiñones ● Ms. Marisa R. Lo ● Ms. Maria Belen A. Milanes ● Mr. Alvin D. Racho ● Mr. Ken Ryan P. Eleazar ● Ms. Anna Mariel D.C. Aqué ● Mr. John Errasmus Mari Montiano ● Mr. Ernani Pangilinan ● Mr. Juan Miguel G. Rentosa ● Ms. Alcel Atanacio 		



II. Topics Discussed

A. Submission of the Bidding Documents

Copy Data System Corporation (Copy Data) and ECopy Corporation (ECopy) submitted bids for the Procurement of One (1) Lot Five (5) Units High-Quality Multifunction Network Printers and One (1) Unit Digital LED Printer. Both submitted one (1) original copy and two (2) photocopies of the bids through the BAC Secretariat on the set deadline.

B. Checking the Technical and Financial Documents

The BAC, together with the BAC TWG-ICTS, conducted the opening of bids for the procurement of one (1) lot of five (5) units of high-quality multifunction network printers and one (1) unit of digital LED printers.

The following bidders submitted their bids:

Name of Bidder	Date/Time of Submission
Copy Data System Corp.	Oct. 21, 2024 3:33 PM
ECopy Corp.	Oct. 22, 2024 8:30 AM

The BAC opened both bidders' submitted bids and found the legal/technical and financial documents in order. Using a non-discretionary "pass/fail" criterion and guided by a checklist, all the required documents are present in the submitted legal/technical and financial bids.

Mr. Dumalagan from Copy Data inquired about the submitted *Technical Documents (e)* regarding the conformity with the Technical Specifications of the ECopy, specifically on the lifetime service warranty. This provision was not included in the original ITB but was indicated in the supplemental bid bulletin.

The ECopy indicated "Comply" in the technical specifications for both the original bid documents and the supplemental bid bulletin (SBB) as opposed to CopyData which revised the technical specification page to include the provisions in the SBB. Mr. Dumalagan reiterated that the technical specifications outlined in the SBB should be included and become part of the *Technical Documents (e)*.

A thorough discussion was held on the matter with Atty. Belo Lumadilla, who, together with the BAC members present, opined that (1) there was no clear instruction on how to incorporate the SBB to the original ITB; and (2) the provision of lifetime service warranty as indicated in ECopy's signed certificate

Subsequently, the BAC determined that it is acceptable to indicate "Comply" in both the original bid documents and the SBB, noting



	<p>that this was also referenced in their after-sales documentation.</p> <p>Thus, the BAC rated the submitted bids of Copy Data and ECopy as "passed" (see attached checklist accomplished by the BAC members).</p> <p>After determining compliance with technical and financial requirements, the bid procedure continued to open the second envelope containing the suppliers' financial offering. Below is the financial bid of the two bidders:</p> <table border="1" data-bbox="457 593 987 884"> <thead> <tr> <th>Name of Bidder</th> <th>Bid Offer</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Copy Data System Corp.</td> <td>P1,612,000.00</td> <td>The bid is less than the ABC</td> </tr> <tr> <td>ECopy Corp.</td> <td>P1,436,880.00</td> <td>The bid is less than the ABC</td> </tr> </tbody> </table> <p>The BAC declared ECopy Corporation as the Lowest Calculated Bidder for this procurement activity with a bid offer of P1,436,880.00.</p> <p>To be forwarded to BAC-TWG for ICT-Related Equipment, Supplies and Materials for post qualifications.</p>	Name of Bidder	Bid Offer	Remarks	Copy Data System Corp.	P1,612,000.00	The bid is less than the ABC	ECopy Corp.	P1,436,880.00	The bid is less than the ABC	BAC-TWG ICTS	October 28, 2024
Name of Bidder	Bid Offer	Remarks										
Copy Data System Corp.	P1,612,000.00	The bid is less than the ABC										
ECopy Corp.	P1,436,880.00	The bid is less than the ABC										
III. Adjournment	The meeting was adjourned at 11:45 AM.											

Date prepared: October 28, 2024	
Prepared by:	Approved by:
<p style="text-align: center;"><i>[Signature]</i> KEN RYAN P. ELEAZAR Head, BAC Secretariat</p>	<p style="text-align: center;">MELINDA T. QUIÑONES BAC Chairperson</p>
Recommending Approval by:	
<p style="text-align: center;"><i>[Signature]</i> MARISA R. LO BAC Vice-Chairperson</p> <p style="text-align: center;"><i>[Signature]</i> MARIA BELEN A. MILANES BAC Member</p> <p style="text-align: center;"><i>[Signature]</i> ALVIN D. RACHO BAC Member</p>	

