	PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES Control of Records Quality Form HIGHLIGHTS OF THE MEETING	PCAF-QP03-F03 Version 2
		BAC-HoM-2024-070
		Reference Number
		Date: 12/12/2024


Title of Meeting:	Opening and Bid Evaluation of One (1) Lot Supply and Delivery of Two (2) Units Passenger/Commuter Vans (EPA)
Date & Time:	December 12, 2024/10:00 AM
Venue:	Apacible B Conference Room
No. of Participants:	10
Sex Ratio:	<input type="text" value="6"/> Male <input type="text" value="3"/> Female
Classification of Participants (No.):	<input type="text" value="9"/> Government <input type="checkbox"/> Private Sector <input type="checkbox"/> Academe <input type="checkbox"/> Academe <input type="checkbox"/> PWD <input type="checkbox"/> PWD <input type="text" value="2"/> Senior Citizen <input type="checkbox"/> Senior Citizen <input type="checkbox"/> Indigenous People <input type="checkbox"/> Indigenous People

Agenda/ Issues/Concerns	Agreements/ Actions to be taken	Responsible Agency/Unit	Timeline
I. Call to Order I. Attendees BAC Chairperson: Vice Chairperson: Regular Member: Regular Member: BAC Secretariat Head: Member: Member: End-User OIC-Chief, GSS BAC-TWG Head: Observer Representative, PCAFEA	The meeting was called to order at 10:00 AM by the BAC Chairperson, Ms. Melinda T. Quiñones, for the One (1) Lot Supply and Delivery of Two (2) Units Passenger/Commuter Vans - ITB No. 2024-007 with the Approved Budget for the Contract (ABC) amounting to Php 4,167,820.00. <ul style="list-style-type: none"> ● Ms. Melinda T. Quiñones ● Ms. Marisa R. Lo ● Mr. Alvin D. Racho ● Ms. Maria Belen A. Milanes ● Mr. Ken Ryan P. Eleazar ● Mr. Sonny A. Chua Jr. ● Ms. Anna Mariel D.C. Aque ● Mr. Celso R. Mateo, Jr ● Mr. Guillier P. Fermin ● Mr. Nicky Joseph R. Yagumyum 		
II. Topics Discussed A. Submission of the Bidding Documents	Toyota Quezon Avenue, Inc. submitted bids for the Procurement of One (1) Lot Supply and Delivery of Two (2) Units Passenger/Commuter Vans. They submitted one (1) original copy and two (2) photocopies of the bid through the BAC Secretariat on the set deadline.		



<p>B. Checking the Technical and Financial Documents</p>	<p>The BAC conducted the opening of bids for the procurement of Twelve (12) Months Subscription to Internet Access Service for CY 2025.</p> <p>Toyota Quezon Avenue, Inc. submitted their bid on December 11, 2024, at 5:10 PM but the bidder nor their duly authorized representative did not attend the opening of bids.</p> <p>The BAC opened the submitted bid 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.</p> <p>After determining compliance with technical and financial requirements, the bid procedure continued to open the second envelope containing the financial offering. Below is the financial bid of the bidder:</p> <table border="1" data-bbox="966 630 1141 1161"> <thead> <tr> <th data-bbox="966 961 1016 1161">Name of Bidder</th> <th data-bbox="966 787 1016 961">Bid Offer</th> <th data-bbox="966 630 1016 787">Remarks</th> </tr> </thead> <tbody> <tr> <td data-bbox="1016 961 1141 1161">Toyota Quezon Avenue, Inc.</td> <td data-bbox="1016 787 1141 961">P4,160,000.00</td> <td data-bbox="1016 630 1141 787">The bid is less than the ABC</td> </tr> </tbody> </table> <p>The BAC declared Toyota Quezon Avenue, Inc. as the Lowest Calculated Bidder for this procurement activity with a bid offer of P4,160,000.00.</p> <p>To be forwarded to BAC-TWVG for Auto Parts, Supplies and Other Related Services (TWG-APS) for post qualifications.</p>	Name of Bidder	Bid Offer	Remarks	Toyota Quezon Avenue, Inc.	P4,160,000.00	The bid is less than the ABC	<p>BAC-TWVG-APS</p>	<p>December 18, 2024</p>
Name of Bidder	Bid Offer	Remarks							
Toyota Quezon Avenue, Inc.	P4,160,000.00	The bid is less than the ABC							
<p>III. Adjournment</p>	<p>The meeting was adjourned at 11:00 AM.</p>								



Date prepared: December 12, 2024	
Prepared by:  KEN RYAN P. ELEAZAR Head, BAC Secretariat	Approved by:
Recommending Approval by:  MARISA R. LO BAC Vice Chairperson  MARIA BEJEN A. MILANES BAC Member  ALVIN D. RACHO BAC Member	 MELINDA T. QUINONES BAC Chairperson

