

	<b>PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES</b> Control of Records Quality Form <b>HIGHLIGHTS OF THE MEETING</b>	PCAF-QP03-F03 Version 2
		BAC-HoM-2025-015
		<i>Reference Number</i>
	<i>Date:</i>	3/21/2025

<b>Title of Meeting:</b>	Opening and Bid Evaluation of One (1) Lot Five (5) Units High-Quality Multifunction Network Printers and One (1) Unit Digital LED Printer										
<b>Date &amp; Time:</b>	March 20, 2025/10:00 AM										
<b>Venue:</b>	Apacible A Conference Room										
<b>No. of Participants:</b>	18										
<b>Sex Ratio:</b>	<input type="text" value="11"/> Male <input type="text" value="7"/> Female										
<b>Classification of Participants (No.):</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="text" value="18"/> Government</td> <td style="width: 50%; border: none;"><input type="text" value="3"/> Private Sector</td> </tr> <tr> <td style="border: none;"><input type="text" value=""/> Academe</td> <td style="border: none;"><input type="text" value=""/> Academe</td> </tr> <tr> <td style="border: none;"><input type="text" value="1"/> PWD</td> <td style="border: none;"><input type="text" value=""/> PWD</td> </tr> <tr> <td style="border: none;"><input type="text" value="2"/> Senior Citizen</td> <td style="border: none;"><input type="text" value=""/> Senior Citizen</td> </tr> <tr> <td style="border: none;"><input type="text" value=""/> Indigenous People</td> <td style="border: none;"><input type="text" value=""/> Indigenous People</td> </tr> </table>	<input type="text" value="18"/> Government	<input type="text" value="3"/> Private Sector	<input type="text" value=""/> Academe	<input type="text" value=""/> Academe	<input type="text" value="1"/> PWD	<input type="text" value=""/> PWD	<input type="text" value="2"/> Senior Citizen	<input type="text" value=""/> Senior Citizen	<input type="text" value=""/> Indigenous People	<input type="text" value=""/> Indigenous People
<input type="text" value="18"/> Government	<input type="text" value="3"/> Private Sector										
<input type="text" value=""/> Academe	<input type="text" value=""/> Academe										
<input type="text" value="1"/> PWD	<input type="text" value=""/> PWD										
<input type="text" value="2"/> Senior Citizen	<input type="text" value=""/> Senior Citizen										
<input type="text" value=""/> Indigenous People	<input type="text" value=""/> Indigenous People										

Agenda/ Issues/Concerns	Agreements/ Actions to be taken	Responsible Agency/Unit	Timeline
<b>I. Call to Order</b>	The meeting was called to order after determining that there is a quorum at 10:00 AM by the BAC Chairperson, Ms. Floreliz P. Avellana, 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. 2025-001 with the Approved Budget for the Contract (ABC) amounting to Php 1,772,000.00.		
<b>I. Attendees</b>  <b>Prospective Bidders</b> Account Executive: Company: Account Executive: Company: Account Executive: Company:  <b>BAC</b> Chairperson: Vice Chairperson: Regular Member: Alternate Member:  <b>BAC Secretariat</b> Head: Member:  <b>BAC-TWG ICTS Head</b> Member:  <b>End-User</b> Staff, PMKMD KMS	<ul style="list-style-type: none"> <li>● <b>Mr. Marjun Dumalagan</b> Copy Data System Corporation</li> <li>● <b>Mr. Jose Jun R. Zaracena</b> Philcopy Corporation</li> <li>● <b>Ms. Karen G. Balidio</b> ECopy Corporation</li>   <li>● Ms. Floreliz P. Avellana</li> <li>● Ms. Marisa R. Lo</li> <li>● Ms. Maria Belen A. Milanés</li> <li>● Mr. Bernard Masa</li>   <li>● Mr. Ken Ryan P. Eleazar</li> <li>● Ms. Jeodith Diyan</li> <li>● Ms. Anna Mariel D.C. Aque</li>   <li>● Mr. John Errasmus Mari Montiano</li> <li>● Mr. Evander De Guzman</li>   <li>● Mr. Svenjo Nicdao</li> </ul>		



**Observer**  
Representative,  
PCAFAEA

- Ms. Jeanne Marjorie Oliveros

**II. Topics Discussed**

A. Submission of the Bidding Documents

Copy Data System Corporation (Copy Data), Philcopy Corporation (Philcopy) 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. All bidders submitted one (1) original copy and two (2) photocopies of the bids through the BAC Secretariat before 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.	March 19, 2025 3:58 PM
Philcopy Corporation	March 20, 2025 7:40 AM
ECopy Corp.	March 20, 2025 8:35 AM

The BAC opened the 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.

However, the submitted *Notarized Bid Securing Declaration and Omnibus Sworn Statement* of the **ECopy** are unsigned; therefore, the BAC rated it as **"failed."**

While the submitted *"Statement of the prospective bidder of all its ongoing government and private contracts"* of the **Copy Data** did not mention the "status" of their ongoing private contracts; therefore, the BAC rated it as **"failed."**

Mr. Dumalagan from Copy Data informed the body of their intention to file a motion for reconsideration on the matter.

For the Philcopy, the BAC rated the submitted bids as "passed" (see attached checklist accomplished by the BAC members).



	<p>After determining compliance with technical and financial requirements, the bid procedure continued to open the second envelope of <b>Philcopy</b> containing the suppliers' financial offering. Below is the financial bid of Philcopy:</p> <table border="1" data-bbox="467 398 993 575"> <thead> <tr> <th>Name of Bidder</th> <th>Bid Offer</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Philcopy Corporation</td> <td>P1,771,776.00</td> <td>The bid is less than the ABC</td> </tr> </tbody> </table> <p>The BAC declared Philcopy Corporation as the Lowest Calculated Bidder for this procurement activity with a bid offer of P1,771,776.00.</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	Philcopy Corporation	P1,771,776.00	The bid is less than the ABC	BAC-TWG ICTS	April 7, 2025
Name of Bidder	Bid Offer	Remarks							
Philcopy Corporation	P1,771,776.00	The bid is less than the ABC							
III. Adjournment	The meeting was adjourned at 12:10 PM.								

Date prepared: March 21, 2025	
Prepared by:	Approved by:
<p style="text-align: center;"><i>[Signature]</i> <b>KEN RYAN P. ELEAZAR</b> Head, BAC Secretariat</p>	<p style="text-align: center;"><i>[Signature]</i> <b>FLORELIZ P. AVELLANA</b> BAC Chairperson</p>
Recommending Approval by:	
<p style="text-align: center;"><i>[Signature]</i> <b>MARISA R. LO</b> BAC Vice-Chairperson</p> <p style="text-align: center;"><i>[Signature]</i> <b>MARIA BELEN A. MILANES</b> BAC Member</p> <p style="text-align: center;"><i>[Signature]</i> <b>BERNARD B. MASA</b> Alternate BAC Member</p>	

