

BIDS AND AWARDS COMMITTEE FOR GOODS (BAC-G)

PROCUREMENT OF ONE (1) YEAR RENTAL OF TWENTY-FOUR (24) COLOR MULTIFUNCTION COPY MACHINES FOR CY 2024

RESOLUTION No. BG-2024-009

WHEREAS, the BASES CONVERSION AND DEVELOPMENT AUTHORITY (BCDA), through its 2024 Corporate Budget, applied the sum of **Three Million Six Hundred Seventy Thousand Pesos (Php3,670,000.00)**, inclusive of VAT and all other applicable government taxes, fees and other charges, as the Approved Budget for the Contract (ABC) for the **Procurement of One (1) Year Rental of Twenty-Four (24) Color Multifunction Copy Machines for CY 2024**;

WHEREAS, the BAC for Goods (BAC-G), through its Secretariat, advertised the Invitation to Bid on 20 January 2024 in the following platforms:

1. DBM Philippine Government Electronic Procurement System (PhilGEPS);
2. BCDA Website; and,
3. Conspicuous place reserved for the purpose in the premises of BCDA.

WHEREAS, BAC-G conducted a Pre-bid Conference on 29 January 2024, which was attended by the following prospective bidders, namely:

1. Accessories and Supplies Depot;
2. U-BIX Corporation; and
3. Otus Copy Systems, Inc.

WHEREAS, in response to said advertisements, a sole bidder, **Otus Copy Systems, Inc.**, submitted its bid for the project before the deadline of submission at 9:00 AM on 12 February 2024;

WHEREAS, during the Opening of Bids on 12 February 2024 at 10:00 AM, BAC-G received and opened the technical and financial bids submitted by the above-mentioned bidder and rated the same as "passed".

WHEREAS, on 22 February 2024, BAC-G conducted a detailed bid evaluation of the bidding documents of the sole bidder and found that the bid proposal submitted by **Otus Copy Systems, Inc.** to be compliant with its legal and technical requirements, and hence, declared **Otus Copy Systems, Inc.** as the Single Calculated Bidder (SCB). Moreover, its financial bid as calculated, as shown in the table below, is within the ABC:

Bidder	Financial (in Php) as Calculated Amount
Otus Copy Systems, Inc.	Php2,118,400.00

*The Detailed Bid Evaluation Report is hereto attached as **Annex "A"**;
The Abstract of Bids as Read and Calculated is hereto attached as **Annex "B"**;*

WHEREAS, BAC-G recommended **Otus Copy Systems, Inc.** to undergo a post qualification from 22 February to 05 March 2024, pursuant to Section 34 of Rule X – Post-Qualification of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184;

WHEREAS, based on results of the post qualification, the BAC-G Technical and Working Group (TWG) found that **Otus Copy Systems, Inc.** is legally compliant and responsive with the eligibility, technical, and financial requirements, per the bidding documents;

WHEREAS, on 06 March 2024, BAC-G deliberated the results of the post qualification of **Otus Copy Systems, Inc.**, based on the TWG Report. BAC-G found that **Otus Copy Systems, Inc.** is legally, technically, and financially capable to undertake the project. (*The Post-Qualification Report is hereto attached as "Annex C"*)

ACCORDINGLY, we, the members of the Bids and Awards Committee for Goods, hereby **RESOLVE**, as it is hereby **RESOLVED**:

1. To declare **Otus Copy Systems, Inc.** as the Single Calculated and Responsive Bidder (SCRB) for the Procurement of **One (1) Year Rental of Twenty-Four (24) Color Multifunction Copy Machines for CY 2024**;
2. To award the contract to **Otus Copy Systems, Inc.** with the amount of **Two Million One Hundred Eighteen Thousand Four Hundred Pesos Only (Php2,118,400.00)**, inclusive of VAT and all applicable government taxes and fees;
3. To issue the corresponding Notice of Award (NOA) to **Otus Copy Systems, Inc.** (Copy Attached); and
4. To direct the BCDA Information and Communications Technology Department (ICTD), being the end-user unit, to submit to the BAC-G the duly conformed Notice to Proceed, and the duly executed agreement/contract.

RESOLVED, at the BCDA Corporate Center Office, Bonifacio Global City, Taguig City, this 07 March 2024.

BIDS AND AWARDS COMMITTEE (BAC) FOR GOODS


ATTY. ELVIRA V. ESTANISLAO
Chairperson

LEILANI B. MACASAET
Vice Chairperson

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TINA ROSE R. VILLA
Provisional Member

Approved By:

ATTY. GISELA Z. KALALO
Executive Vice President