



Republic of the Philippines
APO PRODUCTION UNIT, INC.
2/F PIA Building, Visayas Avenue, Brgy. VASRA, Quezon City,
Metro Manila, Philippines 1128



**BIDS AND AWARDS COMMITTEE (BAC)
RESOLUTION NO. 05-043-18
PB-14-18**

**RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND
DELIVERY OF ONE (1) LOT BOOK PAPER (IMPORTED CLASS A-
WOODFREE)**

WHEREAS, on 10 January 2018, Ms. Angelique S.A. Abadilla, Officer-in-Charge, as Head of the Procuring Entity, approved the Annual Procurement Plan ("APP") for CY 2018 of APO Production Unit, Inc. ("APO") upon favorable recommendation of the Bids and Awards Committee ("BAC");

WHEREAS, included in the approved APP of APO for CY 2018 is the *Supply and Delivery of One (1) Lot Book Paper (Imported Class A-Woodfree) (PB-14-18)*. The Approved Budget for the Contract ("ABC") for the said project amounts to **Eleven Million Five Hundred Fifty Thousand Pesos (Php11,550,000.00)**;

WHEREAS, in compliance with the pertinent provisions of Republic Act ("RA") No. 9184, otherwise known as the "Government Procurement Reform Act", the BAC Secretariat advertised the Invitation to Bid for the *Supply and Delivery of One (1) Lot Book Paper (Imported Class A-Woodfree)* under Public Bidding No. 14-18 (PB-14-18) in the Philippine Government Electronic Procurement System (PhilGEPS), APO Website (www.apo.gov.ph), and in conspicuous place at the premises of the APO Production Unit, Inc. and was advertised in Newspaper "Business World" last 24 April 2018;

WHEREAS, likewise in furtherance with the pertinent provisions of RA No. 9184 that will ensure the transparency of the process, observers from the Commission on Audit (COA) Resident Auditor, as well as observers from the private sector were invited to observe and witness the conduct of the Pre-Bid Conference and the Submission and Opening of Bids as scheduled;

WHEREAS, on 2 May 2018, BAC convened for the scheduled Pre-Bid Conference and two prospective bidders attended the said proceedings which were represented by Ms. Delia Silvano of Kolonwel Trading and Ms. Analisa Alvarez of Metro Paper Converter Corp.;

WHEREAS, on 15 May 2018, the scheduled deadline for the Submission and Opening of Bids, the BAC received only one (1) bid proposal from **Advance Computer Forms, Inc.** During the preliminary examination of bids, the BAC checked the submitted documents against the checklist of required documents to ascertain if they are all present;

WHEREAS, the BAC using a non-discretionary "pass/fail" criterion found and rated passed the 1st envelope containing the Technical Components of **Advance Computer Forms, Inc.** for complying with the all the requirements stated in the bidding documents and the provisions of RA No. 9184;



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WHEREAS, BAC proceeded with the opening of the 2nd envelope using a non-discretionary “pass/fail” criterion and therefore found and rated passed the 2nd envelope containing the Financial Components of **Advance Computer Forms, Inc.** with bid proposals of as follows;

Abstract of Bids “As Read”

(Please see Annex “A”)

Bidders	Bid Amount (As Read)	% Variance from ABC
Advance Computer Forms, Inc.	Php 5,103,000.00	0.0308
-----Nothing Follows-----		

WHEREAS, **Advance Computer Forms, Inc.** declared as the Lowest Calculated Bidder as Read. Further, on 16 May 2018, the BAC with the assistance of the Technical Working Group (TWG) conducted the detailed evaluation of bids using a non-discretionary “pass/fail” criterion in considering the following:

Abstract of Bids “As Calculated”

(Please see Annex “B”)

Bidders	Bid Amount (As Read)	% Variance from ABC
Advance Computer Forms, Inc.	Php 5,103,000.00	0.0308
-----Nothing Follows-----		

WHEREAS, after the conduct of detailed evaluation of bids, BAC identified **Advance Computer Forms, Inc.** as the Single Calculated Bidder (SCB) as Calculated. Thereafter, the BAC thru the TWG conducted the process of post qualification to determine whether the bidder concerned complies with and is responsive to all the requirements and conditions as specified in the Bidding Documents (Please see Annex “C” for Post Qualification Report);

WHEREAS, upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted by **Advance Computer Forms, Inc.**, as the Single Calculated Bid, has been found to be responsive;

NOW, THEREFORE, We, the Members of the BAC, hereby RESOLVE, as it is hereby RESOLVED:

- a) To **DECLARE** that **ADVANCE COMPUTER FORMS, INC.** as the Single Calculated and Responsive Bidder for the *Supply and Delivery of One (1) Lot Book Paper (Imported Class A-Woodfree)* under Public Bidding No. 14-18 (PB-14-18);
- b) To **RECOMMEND** for approval and award of contract by the **HOPE** of APO Production Unit, Inc. the foregoing findings.



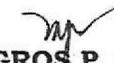
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RESOLVED at APO Production Unit, Inc., Philippine Information Agency (PIA) Building, Visayas Avenue, Diliman, Quezon City this 24th day of May, 2018.

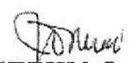
BAC MEMBERS


KARL PAULO C. DAMIAN
Chairperson

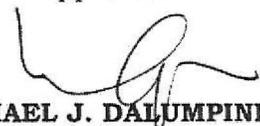

MILAGROS P. SANTOS
Member

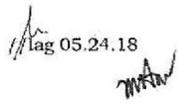

DAISY M. GALVADORES
Member


MICHAEL ROMIL D. SANTIAGO
Member


JOSEFINA L. OMOL
Member

Approved:


MICHAEL J. DALUMPINES
HOPE


lag 05.24.18
MJA

NOTE: approved; subject to existing Revised IRR OF RA-9154, CoA circulars, and all pertinent laws


MICHAEL J. DALUMPINES