BIDS AND AWARDS COMMITTEE (BAC)
RESOLUTION NO. 03-005-23
PB-07-23

RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF ONE (1) LOT OF CARBONLESS PAPER WITH FIBER (PB-07-23)

WHEREAS, on 18 January 2023, Mr. Jaime H. Aldaba, Jr., Executive Vice President and General Manager, as Head of Procuring Entity, approved the Annual Procurement Plan *("APP")* for CY 2023 of APO Production Unit, Inc. ("*APUI*") upon favorable recommendation of the Bids and Awards Committee ("*BAC*");

WHEREAS, included in the approved APP of APO for CY 2023 is the *Supply and Delivery of One (1) Lot of Carbonless Paper with Fiber under PB-07-23*. The Approved Budget for the Contract ("*ABC*") for the said project is Twenty Million Six Hundred Ninety-Eight Thousand Nine Hundred Eighty Pesos (PhP 20,698,980.00);

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 of Carbonless Paper with Fiber under Public Bidding No. 07-23* dated 25 January 2023 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.;

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, Submission and Opening of Bids, Bid Evaluation and Post Qualification as scheduled;

WHEREAS, on 2 February 2023, BAC convened for the scheduled Pre-Bid Conference and prospective bidders from the Multi Forms Corporation and Printwell, Inc. attended the said conference;

WHEREAS, on 9 February 2023, The BAC through its Secretariat issued a Bid Bulletin No.1 amending the Invitation to Bid, Schedule of Bidding and Technical Specifications and was posted in PhilGEPS, APO Website and APO-BAC Bulletin Board, respectively;

WHEREAS, on 16 February 2023, the scheduled deadline for the Submission and Opening of Bids, the BAC received three (3) bid proposals from **Niclao Trading, Advance Computer Forms, Inc. and Metro Paper Converter Phils. Corp.** 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;

BAC Resolution No. 03-005-23

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

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 **Niclao Trading, Advance Computer Forms, Inc. and Metro Paper Converter Phils. Corp.**, with bid proposasl of as follows;

Abstract of Bids "As Read"
(Please see Annex "A")

Bidders	Bid Amount (As Read)	% Variance from ABC
Niclao Trading	PhP20,447,000.00	0.0122
Advance Computer Forms, Inc.	PhP18,862,500.00	0.0887
Metro Paper Converter Phils. Corporation	PhP16,820,550.00	0.0187
----------Nothing Follows----------		

WHEREAS, on 17 February 2023, the BAC with the assistance of the Technical Working Group (TWG) conducted the detailed evaluation of bids to the Lowest Calculated Bid as Read, **Metro Paper Converter Phils. Corporation.** During the said evaluation, the bidder is disqualified for failure to comply with the Technical Specifications set by the bidding documents. "Please see Notice of Disqualification".

WHEREAS, on 23 February 2023, the BAC with the assistance of the Technical Working Group (TWG) conducted the detailed evaluation of bids to the Second Lowest Calculated Bid using a non-discretionary "pass/fail" criterion in considering the following:

Abstract of Bids "As Calculated"
(Please see Annex "B")

Advance Computer Forms, Inc.	Bid Amount (As Calculated)	% Variance from ABC
Supply and Delivery of One (1) Lot of Carbonless Paper with Fiber under PB-07-23	**PhP18,862,500.00**	**0.0887**
----------Nothing Follows----------		

BAC Resolution No. 03-005-23

WHEREAS, after the conduct of detailed evaluation of bids, BAC identified **Advance Computer Forms, Inc.** as the Lowest Calculated Bidder (LCB). 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 Lowest 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 Lowest Calculated and Responsive Bidder for the *Supply and Delivery of One (1) Lot of Carbonless Paper with Fiber under PB-07-23.* PhilGEPS Reference No. 9424809;

b) To **RECOMMEND** for approval and award of contract by the **HOPE** of APO Production Unit, Inc. the foregoing findings.

RESOLVED at APO Production Unit, Inc., Philippine Information Agency (PIA) Building, Visayas Avenue, Diliman, Quezon City this 6th day of March 2023.

BAC MEMBERS

DOMINIC F. TAJON
Chairperson

KARL PAULO C. DAMIAN
Vice-Chairperson

FREDERICK S. TARUN
Member

JOSEFINA L. OMOL
Member

MICHAEL ROMIL D. SANTIAGO
Member

Approved:

JAIME H. ALDABA, JR.
HOPE

/lag 6.3.2023