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

APO PRODUCTION UNIT, INC.

BIDS AND AWARDS COMMITTEE (BAC)
RESOLUTION NO. 05-002-20
PB-02-20

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

WHEREAS, on 30 January 2020, Mr. Michael J. Dalumpines, Chairman and President, as Head of the Procuring Entity, approved the Annual Procurement Plan ("*APP*") for CY 2020 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 2020 is the *Supply and Delivery of One (1) Lot Carbonless Paper with Fiber (PB-02-20).* The Approved Budget for the Contract ("*ABC*") for the said project amounts to **Thirteen Million Four Hundred Thousand Pesos (PhP13,400,000.00)**;

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 Carbonless Paper with Fiber* under Public Bidding No. 02-20 (PB-02-20) 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. last 11 February 2020;

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 19 February 2020, BAC convened for the scheduled Pre-Bid Conference and seven (7) prospective bidders attended the said proceedings which were represented by Ms. Delia Silvano and Mr. Constante Lapitan of Kolonwel Trading, Ms. Analisa Alvarez of Metro Paper Converter Corp., Ms. Lhen Villanueva and Ms. Glenda Cabanus of Asia Prime Commodities, Mr. Winston Uy of EMBU Integrated and Trading Corp., Mr. Joseph Tan of Nation Paper Products, Mr. Victor Chan of Triplex Enterprises, and Ms. Aiza Garcia of Niclao Trading;

WHEREAS, on 2 March 2020, the scheduled deadline for the Submission and Opening of Bids, the BAC received two (2) bid proposals from **Metro Paper Converter Corp., and 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. and Metro Paper Converter 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 **Advance Computer Forms, Inc.** Moreover, BAC proceeded with the opening of the 2nd envelope using a non-discretionary "pass/fail" criterion and therefore found and rated failed the 2nd envelope containing the Financial Components of **Metro Paper Converter Corp.** 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 12,455,138.00	0.7051
Metro Paper Converter Corp.	PhP 13,694,351.00	-0.0220
----------Nothing Follows----------		

WHEREAS, **Advance Computer Forms, Inc.** declared as the Lowest Calculated Bidder as Read. Further, on 4 March 2020, 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 12,455,138.00	0.7051
Metro Paper Converter Corp.	PhP 13,694,351.00	-0.0220
----------Nothing Follows----------		

BAC Resolution No. 05-002-20

WHEREAS, on letter dated 4 March 2020. **Metro Paper Converter Phils. Corp.** filed a Motion for Reconsideration requesting to reconsider the declaration of disqualification of the BAC. Subsequently, the BAC issued a Notice of Resolution Denying the aforesaid request dated 10 March 2020.

WHEREAS, after the conduct of detailed evaluation of bids, BAC identified **Advance Computer Forms, Inc.** as the Lowest Calculated Bidder (LCB) 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 Lowest Calculated Bid, has been found to be responsive;

WHEREAS, considering the recent Pandemic brought by COVID-19, the procurement timelines for the Public Bidding is hereby recommended for extension specifically in the delivery of goods due to the urgency of the project at hand. (Please see Annex "D" for the Revised Schedule of Requirements);

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 Carbonless Paper with Fiber (PB-02-20);*

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

BAC Resolution No. 05-002-20

RESOLVED at APO Production Unit, Inc., Philippine Information Agency (PIA) Building, Visayas Avenue, Diliman, Quezon City this 19th day of May, 2020.

BAC MEMBERS

SGD.
LEONARDO G. DE JESUS
Chairperson

SGD.
DOMINIC F. TAJON
Vice-Chairperson

SGD.
RAMON L. MATIBAG
Member

SGD.
PERCIVAL J. DE CASTRO
Member

SGD.
AGAPITO C. BRAGAIS JR.
Member

Approved:

SGD.
MICHAEL J. DALUMPINES
HOPE

//lag 05.05.20