BIDS AND AWARDS COMMITTEE (BAC)
RESOLUTION NO. 05-020-23
PB-16-23

RECOMMENDING AWARD OF CONTRACT FOR SUPPLY AND DELIVERY OF ONE (1) LOT CARBONLESS PAPER WITHOUT FIBER (PB-16-23)

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 Carbonless Paper without Fiber** under PB-16-23. The Approved Budget for the Contract ("*ABC*") for the said project is Three Million Two Hundred Ninety Thousand Eight Hundred Seventy-Two Pesos and 50/100 (PhP 3,290,872.50);

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 without Fiber** *under Public Bidding No. 16-23* dated 8 March 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 16 March 2023, BAC convened for the scheduled Pre-Bid Conference, representative of Embu Integrated and Trading Corp., Datrima Packaging Industrial Corp., and DTM Print and Labels Specialist, Inc. attended the said conference;

WHEREAS, on 28 March 2023, the scheduled deadline for the Submission and Opening of Bids, the BAC received bid proposal from three (3) bidders, **Embu Integrated and Trading Corp., 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;

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WHEREAS, the BAC using a non-discretionary "pass/fail" criterion found and rated ***passed*** the 1st envelope containing the Technical Components of the bids of **Embu Integrated and Trading Corp., 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 **Embu Integrated and Trading Corp., Advance Computer Forms Inc., and Metro Paper Converter Phils., Corp.**, with bid proposal of as follows;

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

Bidders	Bid Amount (As Read)	% Variance from ABC
Metro Paper Converter Phils., Corp.	PhP 1,957,300.00	0.40523
Advance Computer Forms Inc.	PhP 2,321,750.00	0.29448
Embu Integrated and Trading Corp.	PhP 2,605,540.00	0.20825
----------Nothing Follows----------		

WHEREAS, on 26 April 2023, 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 Calculated)	% Variance from ABC
Metro Paper Converter Phils., Corp.	PhP 1,957,300.00	0.40523
Advance Computer Forms Inc.	PhP 2,321,750.00	0.29448
Embu Integrated and Trading Corp.	PhP 2,605,540.00	0.20825
----------Nothing Follows----------		

WHEREAS, after the conduct of detailed evaluation of bids, BAC identified **Metro Paper Converter Phils., Corp.** 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;

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WHEREAS, after examining the eligibility documents submitted by lowest bidder, the BAC, with the assistance of the TWG, declared **Metro Paper Converter Phils., Corp**. post-disqualified for the reason that the value of outstanding projects is non-responsive. Bidder failed to indicate the outstanding value of five (5) contracts on its Statement of All Ongoing Government and Private Contracts, Including Contracts Awarded But Not Yet Started, Whether Similar or Not Similar in Nature *(See Annex "C" for Post Qualification Report);*

WHEREAS, Section VIII (Checklist of Technical and Financial Documents) of the Bidding Documents requires the submission of a statement of all on-going government and private contracts, including the value of the outstanding contracts, as part of the requirements of the First (1st) Bid Envelope;

WHEREAS, The Government Procurement Policy Board (GPPB) likewise issued Resolution No. 16 – 2020 which issued the Guidelines in the Preparation of the Simplified Philippine Bidding Documents for Goods and the Submission of the Required Forms to be included in the Procurement of Goods. Under the aforesaid guidelines, one of the required forms that the bidders are mandated to submit is a Statement of the Bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, whether similar or not similar in nature. Under Section 6.1 of the same guidelines, bidders are required to indicate the names and amounts or value of outstanding contracts with other contracting party, i.e., PE or private company as among the mandatory provisions in said statement;

WHEREAS, failure to indicate all the information required in the prescribed bidding forms may be a ground for disqualification for being incomplete;

WHEREAS, on 26 April 2023 the BAC through its Secretariat, sent the Notice of Post-Disqualification to **Metro Paper Converter Phils., Corp.**;

WHEREAS, Metro Paper Converter Phils., Corp. has yet to submit its response hence BAC declared the lowest bidder post-disqualified and resolved that the Statement of All Ongoing submitted by the said bidder is not compliant with the requirements based on the aforesaid provisions, BAC proceed to the post-qualification of **Advance Computer Forms, Inc., the bidder with the next Lowest Calculated Bid;**

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WHEREAS, upon careful examination, validation, and verification of all the eligibility, technical and financial requirements submitted by **Advance Computer Forms, Inc.**, as the Second Lowest Calculated Bid, has been found to be responsive *(See Annex "D" for Post Qualification Report);*;

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 Carbonless Paper without Fiber under PB-16-23.* PhilGEPS Reference No. 9543169;

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 17th day of May, 2023.

BAC MEMBERS

Karl Paulo C. Damian
KARL PAULO C. DAMIAN
Chairperson

DOMINIC F. TAJON
Vice-Chairperson

DAISY M. GALVADORES
Member

ON OFFICIAL TRAVEL
MYRNA S. LIM
Member

ON OFFICIAL TRAVEL
CARLA P. ABOBO
Member

Approved:

JAIME H. ALDABA, JR.
HOPE

/mbm 5.16.2023