



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**BIDS AND AWARDS COMMITTEE**

**MINUTES OF MEETING**

December 11, 2020, 9:30 a.m.

Bids and Awards Committee Conference Room

**I. Attendance**

Chairperson Undersecretary Janet B. Abuel  
Vice-Chairperson: Director Andrea Celene M. Magtalas

Members: OIC Director Rosemarie Pagala  
OIC Director Rowel Escalante  
OIC Director Yolanda R. Reyes  
Mr. Virgilio Umpacan, Jr.

End-User Representatives/  
Provisional Member: Director Thea Marie Corinne F. Palarca  
Ms. Socorro Ventura

Technical Working Group: Mr. Rainer Diaz  
Ms. Jeana Lyn Caceres  
Mr. George Sotelo  
Atty. Keith Francis Briones  
Atty. Madelaine Meris  
Ms. Jhoana Marie Rull  
Ms. Janina Papa  
Ms. Darlene Reyes

Secretariat: Ms. Joyce D. Labao  
Ms. Rhonna Regina Puno  
Ms. Abegail Igna

**II. Call to Order**

The BAC Chairperson called the meeting to order after determining that there is a quorum at 9:42 a.m.

The agenda for December 11, 2020 BAC Meeting is as follows:

<b>Agenda (Revised)</b>	
A.	Post Qualification Report
1.	Courier Services
2.	Supply and Delivery of Steel Racks
3.	Replacement of Tiles and Repainting of the Interior Walls and Finishes of Budget Information and Training Service Office
4.	Cleaning Services for the Air-conditioning Units located at the DBM Central Office and Arcache Building
B.	Other Matters

**III. Highlights of the Meeting**

Topics/Issues	Comments/Decisions/Instructions																								
<p><b>A. Post Qualification Report</b></p> <p><b>1. Cleaning Services for the Air-conditioning Units located at the DBM Central Office and Arcache Building</b></p>	<ul style="list-style-type: none"> <li>- The BAC Secretariat provided a brief background of the project.</li> <li>- The BAC recognized Atty. Keith Briones, TWG in-charge to present the post qualification report. The summary of the report is as follows:</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Project Title</td> <td style="padding: 5px;">Cleaning Services for the Air-conditioning Units located at the DBM Central Office and Arcache Building  (Early Procurement Activity)</td> </tr> <tr> <td style="padding: 5px;">Name of Bidder</td> <td style="padding: 5px;">EM Refrigeration and Air Conditioning Services (EMRACS)</td> </tr> <tr> <td style="padding: 5px;">Rank in the list of bids</td> <td style="padding: 5px;">Single Calculated Bid</td> </tr> <tr> <td style="padding: 5px;">Submission and Opening of Bids</td> <td style="padding: 5px;">December 1, 2020</td> </tr> <tr> <td style="padding: 5px;">Period of Post Qualification</td> <td style="padding: 5px;">December 1-11, 2020</td> </tr> <tr> <td colspan="2" style="padding: 5px;"><b>Eligibility Documents</b></td> </tr> <tr> <td style="padding: 5px;">1. PhilGEPS Registration</td> <td style="padding: 5px;">Platinum Membership Valid until January 31, 2021</td> </tr> <tr> <td style="padding: 5px;">2. Mayor’s Permit</td> <td style="padding: 5px;">Place of Issue: Paranaque City Date of Issue: January 28, 2020 Valid until: December 31, 2020</td> </tr> <tr> <td style="padding: 5px;">3. DTI/SEC Registration</td> <td style="padding: 5px;">DTI Certificate Registration date: March 1, 2019 Valid until March 18, 2024</td> </tr> <tr> <td style="padding: 5px;">4. Tax Clearance</td> <td style="padding: 5px;">Date of Issue: March 4, 2020 Valid Until: March 4 2021</td> </tr> <tr> <td colspan="2" style="padding: 5px;"><b>Technical Documents</b></td> </tr> <tr> <td style="padding: 5px;">5. Statement of all ongoing private and government contract</td> <td style="padding: 5px;">Complied Validated one (1) government contract with Department of Public Works and Highways Region Office IV-A Date of Contract: August 3, 2020</td> </tr> </table>	Project Title	Cleaning Services for the Air-conditioning Units located at the DBM Central Office and Arcache Building  (Early Procurement Activity)	Name of Bidder	EM Refrigeration and Air Conditioning Services (EMRACS)	Rank in the list of bids	Single Calculated Bid	Submission and Opening of Bids	December 1, 2020	Period of Post Qualification	December 1-11, 2020	<b>Eligibility Documents</b>		1. PhilGEPS Registration	Platinum Membership Valid until January 31, 2021	2. Mayor’s Permit	Place of Issue: Paranaque City Date of Issue: January 28, 2020 Valid until: December 31, 2020	3. DTI/SEC Registration	DTI Certificate Registration date: March 1, 2019 Valid until March 18, 2024	4. Tax Clearance	Date of Issue: March 4, 2020 Valid Until: March 4 2021	<b>Technical Documents</b>		5. Statement of all ongoing private and government contract	Complied Validated one (1) government contract with Department of Public Works and Highways Region Office IV-A Date of Contract: August 3, 2020
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Topics/Issues	Comments/Decisions/Instructions	
		<p>Date of Delivery: August 2020 to January 2021</p> <p>Validated two (2) private contracts</p>
	<p>6. Statement of Single Largest Completed Contract</p>	<p>Complied</p> <p>Kinds of Goods: Comprehensive Preventive Maintenance of Split type and VRF</p> <p>Amount of Contract: P21,956,000.00</p> <p>Client Name: Leisure World Commodities, Inc.</p> <p>Date of Contract: December 27, 2016</p> <p>Date of Delivery: January 3, 2017 – January 2, 2019</p> <p>Presented as post qualification documents are contract between EMRACS and Leisure World Commodities, Inc. signed by both parties.</p> <p>Also presented was a Certificate of Acceptance and completion signed by Ms. Anna D. Blardony, the General Manager of Leisure World Commodities Inc.</p>
	<p>7. Bid Security</p>	<p>Complied</p> <p>Submitted a notarized Bid Securing Declaration</p>
	<p>8. Compliance with Section VI Schedule of Requirements</p>	<p>Complied</p> <p>EMRACS certified to comply and deliver all the requirements stated in Section VI. Schedule of Requirements (Revised)</p>
	<p>9. Compliance with Section VII Technical Specification</p>	<p>Complied</p>

Topics/Issues	Comments/Decisions/Instructions	
2. Courier Services		EMRACS Technologies, Inc. certified to comply and deliver all the requirements stated in Section VII Technical Specification (Revised)
	10. Omnibus Sworn Statement	Complied Submitted a notarized Omnibus Sworn Statement
	11. Authority of the Signatory	Complied The person signing the document is the owner and sole proprietor.
	12. Audited Financial Statement	Date Received by the BIR February 20,2020
	13. Net Financial Contracting Capacity	Complied NFCC = P8,014,647.00
	Post Qualification Documents:	
	14. Income Tax Return	Complied Manually paid, but considered accepted by the BAC consistent with BIR Revenue Memorandum Circular No. 37-2019 which allowed <i>"filers to use manual return in filing the income tax due thereon."</i>
	16. Business Tax Return	Complied EFPS Filing Reference No. 112000036971167 and 09200003695542
	17. Financial Proposal	P3, 483,200.00 Within the ABC
	<ul style="list-style-type: none"> <li>- The TWG in-charge recommended the submission of EMRACS to be declared as post-qualified.</li> <li>- The BAC declared the submission of EMRACS as post-qualified.</li> <li>- The Secretariat provided a brief background of the project.</li> <li>- The BAC recognized Ms. Jeana Caceres, the TWG in-charge of the project to present the post qualification report.</li> </ul>	

Topics/Issues	Comments/Decisions/Instructions	
	Project Title	Courier Services (Early Procurement Activity)
	Name of Bidder	Intertraffic Transport Corp. (Intertraffic)
	Rank in the list of bids	Single Calculated Bid
	Submission and Opening of Bids	December 9, 2020
	Period of Post Qualification	December 9-11, 2020
	<b>Eligibility Documents</b>	
	1. PhilGEPS Registration	Platinum Membership Valid until June 19, 2021
	2. Mayor's Permit	Place of Issue: Paranaque City Date of Issue: January 24 2020 Valid until: December 31, 2020
	3. DTI/SEC Registration	SEC Certificate Registration date: August 3, 1987
	4. Tax Clearance	Date of Issue: June 3, 2020 Valid Until: June 3, 2021
	<b>Technical Documents</b>	
	5. Statement of all ongoing private and government contract	Complied Validated one (1) government contract with National Food Administration (NFA) Date of Contract: June 1, 2020 Date of Delivery: December 31, 2020  Validated two (2) private contracts with Security Bank Corporation and Asia United Bank.
	6. Statement of Single Largest Completed Contract	Complied  Kinds of Goods: Courier and Parcel Delivery  Amount of Contract: P5, 023,123.00

Topics/Issues	Comments/Decisions/Instructions	
		<p>Client Name: Citibank</p> <p>Date of Contract: June 1, 2014</p> <p>Date of Delivery: May 31, 2016</p> <p>Presented also is a Certificate of Completion signed by Mr. Jojo Manuel, Head of the General Services stating that Intertraffic Transport Corp has successfully completed the Contract for Courier and Parcel Delivery from June 1, 2014 to May 31, 2016.</p>
	7. Bid Security	<p>Complied</p> <p>Pursuant to GPPB-Resolution No. 09-2020, un-notarized Bid Securing Declaration may be accepted during the implementation of community quarantine.</p>
	<p>8. Compliance with Section VI Schedule of Requirements</p> <p>9. Compliance with Section VII Technical Specification</p>	<p>Non-compliant</p> <p>The bidder did not submit the Revised Section VI. Schedule of Requirements and the Revised Section VII. Technical Specifications, in accordance with paragraph 8 of the submitted Omnibus Sworn Statement, which provides that <i>"[Intertraffic] is aware of and has undertaken the responsibilities as Bidder in compliance with the Philippine Bidding Documents, which includes: xxx (d) inquiring or securing Supplemental Bid/Bulletin (SBB) issued for Courier Services"</i>.</p> <p>The revised forms in as provided in the SBB should be used.</p>

Topics/Issues	Comments/Decisions/Instructions	
	10. Omnibus Sworn Statement (OSS)	<p>Complied</p> <p>Submitted a signed OSS but without the jurat portion.</p> <p>Pursuant to GPPB-Resolution No. 09-2020, un-notarized Bid Securing Declaration may be accepted during the implementation of community quarantine.</p>
	11. Authority of the Signatory	<p>Complied</p> <p>Submitted is a Secretary's Certificate stating that Ms. Erlinda E. Romero and/or Ms. Lorelei Alan are hereby authorized to act on behalf of the Corporation to do, execute, and perform any and all acts necessary and/or represent the Corporation in bidding with the DBM.</p>
	12. Audited Financial Statement	Date Received by the BIR June 13, 2020
	13. Net Financial Contracting Capacity	<p>Complied</p> <p>NFCC = P47,796,606.43</p>
Post Qualification Documents:		
	14. Income Tax Returns	Non-compliant
	16. Business Tax Return	<p>Non-filing and non-payment of VAT returns through the Electronic Filing and Payment System for the months of May to July 2020, as required under Clause 20 of the Bid Data Sheet.</p>
	17. Financial Proposal	<p>P6,492,940.00</p> <p>Within the ABC</p>
<p>- The BAC Secretariat recommends the post-disqualification of Intertraffic Transport Corp. for non-filing and non-payment of VAT returns through the Electronic Filing and Payment System for the month of May to July 2020, as required under Clause 20 of the Bid</p>		

Topics/Issues	Comments/Decisions/Instructions	
<p data-bbox="280 779 616 842">3. Supply and Delivery of Steel Racks</p>	<p data-bbox="708 197 1433 295">Data Sheet; and non-submission of the revised Section VI. Schedule of Requirements and the revised Section VII. Technical Specification.</p> <ul data-bbox="663 300 1433 949" style="list-style-type: none"> <li>- The BAC declared Intertaffic Transport Corp post-disqualified; to declare the second failure of bidding for the Project; and to conduct a re-bidding, and re-posting for the Project.</li> <li>- Further, the BAC discussed the delegation to the Secretariat the “sealing” of the bid documents which was declared as failed once the bidder signifies their intent not to file for request for reconsideration. However, BAC agreed that since this procedure is already provided in the 2016 Revised IRR, a BAC resolution may no longer be necessary. The BAC Secretariat was reminded to implement as usual.</li> <li>- The BAC Secretariat provided a brief background of the project.</li> <li>- The BAC recognized Ms. Janina Papa, TWG in-charge to present the post qualification report. The summary of the report is as follows:</li> </ul>	
	Project Title	Supply and Delivery of Steel Racks (Early Procurement Activity)
	Name of Bidder	Magneto Enterprises
	Rank in the list of bids	Lowest Calculated Bid
	Submission and Opening of Bids	December 9 2020; 10:00 a.m.
	Period of Post Qualification	December 9-11, 2020
	Eligibility Documents	
	1. PhilGEPS Registration	Platinum Membership Valid until July 2, 2021
	2. Mayor’s Permit	Place of Issue: Manila City Date of Issue: January 29, 2020 Valid until: December 31, 2020
	3. DTI/SEC Registration	DTI Certificate Registration date: October 9, 2015 Valid until October 9, 2020  Also submitted is a new DTI Certification issued on October 5, 2020 Valid from October 10, 2020 to October 10, 2025



Topics/Issues	Comments/Decisions/Instructions	
	4. Tax Clearance	Date of Issue: July 22, 2020 Valid Until: July 22, 2021
	Technical Documents	
	5. Statement of all ongoing private and government contract	Complied Validated three out of the three submitted government contracts and two out of the two private contracts.
	6. Statement of Single Largest Completed Contract	Complied  Validated the following submission:  Kinds of Goods: Steel Shelving, open type  Amount of Contract: P3,038,400.00  Client Name: National Archives of the Philippines  Date of Contract: November 20, 2019  Date of Delivery: January 17, 2020  Also submitted as proof are the following documents: - Sales Invoice - Collection receipts - Notice to proceed  Submitted as posy qualification documents are: Copy of the contract, sales invoice and certification issued by the National Archives of the Philippines dated December 3, 2020.
	7. Bid Security	Complied  Submitted a notarized Bid Securing Declaration

Topics/Issues	Comments/Decisions/Instructions	
	8. Compliance with Section VI Schedule of Requirements	Complied  Magneto Enterprises certified to comply and deliver all the requirements stated in Revised Section VI. Schedule of Requirements
	9. Compliance with Section VII Technical Specification	Complied  Magneto Enterprises certified to comply and deliver all the requirements stated in the revised Section VII Technical Specification
	10. Omnibus Sworn Statement	Complied  Submitted a notarized Omnibus Sworn Statement
	11. Authority of the Signatory	Complied  Submitted a Special Power of Attorney appointing Ms. Jenely D. Fegarido to be the true and lawful attorney to represent Magneto Enterprises signed by Luciano Q. Puno, General Manager of Magneto Enterprises.
	12. Audited Financial Statement	Date Received by the BIR June 12, 2020
	13. Net Financial Contracting Capacity	Complied  NFCC = P101,101,86.85
	Post Qualification Documents:	
	14. Income Tax Return	Complied
	16. Business Tax Return	Complied
	17. Financial Proposal	P1,158,360.00  Within the ABC
	<ul style="list-style-type: none"> <li>- The TWG in-charge recommended the submission of Magneto Enterprises to be declared as post-qualified.</li> <li>- The BAC declared the submission of Magneto Enterprises as post-qualified.</li> </ul>	

Topics/Issues	Comments/Decisions/Instructions	
<b>B. Other Matters</b>  <b>Summary of BAC Action Items</b>	Project	To-do
	Maintenance and Support Services for Budget and Treasury Management System (BTMS) Equipment and Licenses	Prepare Memorandum For the Secretary (MFS), BAC Resolution, Notice of Award, Contract
	Courier Services	Prepare BAC Resolution declaring failure of bidding; Send Notice of Post Disqualification to Intertraffic Transport
	Supply and Delivery of Steel Racks	Prepare MFS, BAC Resolution recommending Award, Notice Of Award, Contract, Letter to other bidders
	Cleaning Services for the Air-conditioning Units located at the DBM Central Office and Arcache Building	Prepare MFS, BAC Resolution, Notice of Award, Contract, Letter to other bidders
	GSD Extension of Contracts	Prepare BAC Resolution recommending the Extension of contracts in accordance with the rules subject to the submission of additional memorandum by the Administrative Service.

**IV. Adjournment**

There being no other matters to be discussed, the meeting was adjourned at 11:066 a.m.

Prepared by:

Noted by:

**Joyce D. Labao**  
Secretariat

**Director ANDREA CELENE MAGTALAS**  
Vice-Chairperson