



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

BIDS AND AWARDS COMMITTEE

MINUTES OF MEETING

December 15, 2020, 9:30 a.m.
Bids and Awards Committee Conference Room

I. Attendance

Vice-Chairperson: Director Andrea Celene M. Magtalas
Members: OIC Director Rowel D. Escalante
Director Dante De Chavez
Mr. Virgilio Umpacan, Jr.

End-User Representatives/
Provisional Member: Mr. Henry Carandang
Director Thea Marie Corinne F. Palarca
Ms. Jeramie Simbre
Ms. Aileen Afunggol
Ms. Irish Alog
Ms. Sheryl Grace Aromin

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

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

Bidders Present: For the Project:

“Consultancy Services for the Development and
Implementation of the Digital PFMCP”

1. Ms. Kirsten Sy, Human Capital Asia
2. Onelia Cadiente, Human Capital Asia

II. Call to Order

The BAC Vice Chairperson called the meeting to order after determining that there is a quorum at 9:36 a.m.

The agenda for December 15, 2020 BAC Meeting is as follows:

Agenda
A. Submission and Opening of Eligibility Documents <ol style="list-style-type: none"> 1. Consultancy Services for the Development and Implementation of the Digital PFMCP
B. Submission and Opening of Bids <ol style="list-style-type: none"> 1. Supply and Delivery of Executive Laptops
C. Post-qualification Report <ol style="list-style-type: none"> 1. Online Competency Assessment of DBM Employees (3rd LCB)
D. Other Matters

III. Highlights of the Meeting

Topics/Issues	Comments/Decisions/Instructions								
A. Submission and Opening of Eligibility Documents 1. Consultancy Services for the Development and Implementation of the Digital PFMCP	<ul style="list-style-type: none"> - The BAC Secretariat provided a brief background of the project. - The BAC recognized, Mr. Rainier Diaz, the TWG in-charge for the project to lead the opening of the eligibility documents. - A bid submission from Human Capital Asia Inc. was received on December 14, 2020. - The summary of the bid submission is as follows: 								
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	contracts awarded but not yet started	Housing Authority and World Health Organization. Also attached are copies of the contracts for these projects
	Statement of Consultants Nationality	Submitted as Annex E The document should all three named consultants are Filipino.
	Curriculum Vitae (CV) of Proposed Professional Staff	Submitted are signed and notarized CVs of Mr. Manuel Flores, Mr. Angelito Lupena, and Ms. Paz Resurreccion M. Alip.
	Audited Financial Statement	Submitted.
	Omnibus Sworn Statement	Submitted a notarized Omnibus Sworn Statement (Considered as surplus document since this is not required in the checklist)
	Authority of the Signatory	Submitted a Secretary's Certificate authorizing Ms. Gilda D. Salud to represent Human Capital Asia in the bidding for the consultancy Services for the Development and Implementation of Digital PFMCP.
	<ul style="list-style-type: none"> - The TWG in-charge recommends the submission of Human Capital Asia as "passes" for the Part of the PFMCP project. - The BAC declared Human Capital Asia as passed and will be subject for validation. 	
<p>B. Opening of Bids</p> <p>1. Supply and Delivery of Executive Laptops</p>	<ul style="list-style-type: none"> - The BAC Secretariat reported that no bidder submitted a bid. - The BAC declared a failure of bidding in accordance with Section 35.1 (a) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. 	

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<p>C. Post Qualification Report</p> <p>1. Replacement of Tiles and Repainting of the Interior Walls and Finishes of Budget Information and Training Services Office</p>	<ul style="list-style-type: none"> - The BAC recognized Ms. Jhoana Marie Rull, the TWG in-charge of the project to present the post qualification report. - A summary of the said report is provided below: <table border="1" data-bbox="654 434 1428 2042"> <tr> <td data-bbox="654 434 1042 640">Project Title</td> <td data-bbox="1042 434 1428 640">Replacement of Tiles and Repainting of the Interior Walls and Finishes of Budget Information and Training Services Office</td> </tr> <tr> <td data-bbox="654 640 1042 678">Name of Bidder</td> <td data-bbox="1042 640 1428 678">MMEEN Construction</td> </tr> <tr> <td data-bbox="654 678 1042 714">Rank in the list of bids</td> <td data-bbox="1042 678 1428 714">1; Lowest Calculated Bid</td> </tr> <tr> <td data-bbox="654 714 1042 781">Submission and Opening of Bids</td> <td data-bbox="1042 714 1428 781">December 9, 2020 1:30 p.m.</td> </tr> <tr> <td data-bbox="654 781 1042 817">Period of Post Qualification</td> <td data-bbox="1042 781 1428 817">December 9-14, 2020</td> </tr> <tr> <td colspan="2" data-bbox="654 817 1428 853">Eligibility Documents</td> </tr> <tr> <td data-bbox="654 853 1042 1025">1. PhilGEPS Registration</td> <td data-bbox="1042 853 1428 1025">Complied Platinum Membership Valid until July 27, 2021</td> </tr> <tr> <td data-bbox="654 1025 1042 1335">2. Mayor's Permit</td> <td data-bbox="1042 1025 1428 1335">Complied Place of Issue: Quezon City Date of Issue: February 14, 2020 Valid until: December 31, 2020</td> </tr> <tr> <td data-bbox="654 1335 1042 1473">3. DTI/SEC Registration</td> <td data-bbox="1042 1335 1428 1473">DTI Certificate Registration date: August 5, 2015</td> </tr> <tr> <td data-bbox="654 1473 1042 1599">4. Tax Clearance</td> <td data-bbox="1042 1473 1428 1599">Date of Issue: January 2, 2020</td> </tr> <tr> <td colspan="2" data-bbox="654 1599 1428 1635">Technical Documents</td> </tr> <tr> <td data-bbox="654 1635 1042 1774">5. Statement of all ongoing private and government contract</td> <td data-bbox="1042 1635 1428 1774">Complied</td> </tr> <tr> <td data-bbox="654 1774 1042 2042">6. Statement of Single Largest Completed Contract</td> <td data-bbox="1042 1774 1428 2042">Complied Submitted a copy of Contract and Certificate of Completion</td> </tr> </table>	Project Title	Replacement of Tiles and Repainting of the Interior Walls and Finishes of Budget Information and Training Services Office	Name of Bidder	MMEEN Construction	Rank in the list of bids	1; Lowest Calculated Bid	Submission and Opening of Bids	December 9, 2020 1:30 p.m.	Period of Post Qualification	December 9-14, 2020	Eligibility Documents		1. PhilGEPS Registration	Complied Platinum Membership Valid until July 27, 2021	2. Mayor's Permit	Complied Place of Issue: Quezon City Date of Issue: February 14, 2020 Valid until: December 31, 2020	3. DTI/SEC Registration	DTI Certificate Registration date: August 5, 2015	4. Tax Clearance	Date of Issue: January 2, 2020	Technical Documents		5. Statement of all ongoing private and government contract	Complied	6. Statement of Single Largest Completed Contract	Complied Submitted a copy of Contract and Certificate of Completion
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	7. Bid Security	Complied Submitted a notarized Bid Securing Declaration
	8. Compliance with Section VI Schedule of Requirements	Complied
	9. Compliance with Section VII Technical Specification	Complied
	10. Omnibus Sworn Statement	Complied Submitted a notarized Omnibus Sworn Statement
	11. Authority of the Signatory	Complied Submitted a Special Power of Attorney
	12. Audited Financial Statement	Date of filing June 10, 2020
	13. Net Financial Contracting Capacity	Complied NFCC = 96,447,841.54
	Post Qualification Documents:	
	14. Income Tax Return	Failed to submit any of the post qualification requirements on time pursuant to Section 34.2 of the 2016 Revised Implementing Rules and Regulations (IRR) of the Republic Act No. 9184. The BAC TWG in-charge also noted that the VAT returns/declaration submitted bears the same batch number and same reference numbers for the different months
	15. Business Tax Return	
	16. Financial Proposal	P1,567,890.10 (Within the ABC) A noted inconsistency in the bid form was also noted.

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	<ul style="list-style-type: none"> - The TWG in-charge recommended the submission of MMEEN to be declared as post-disqualified. - The BAC declared the submission of MMEEN as post-disqualified. 																	
<p>D. Other Matters</p> <p>1. BAC Action Items</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="651 434 1040 472" style="width: 50%;">Project</th> <th data-bbox="1040 434 1433 472" style="width: 50%;">To Do</th> </tr> </thead> <tbody> <tr> <td data-bbox="651 472 1040 678">Maintenance and Support Services for Budget and Treasury Management System (BTMS) Equipment and Licenses</td> <td data-bbox="1040 472 1433 678">Expedite the signing of the BAC Resolution and submit immediately to the Office of the Secretary for approval.</td> </tr> <tr> <td data-bbox="651 678 1040 920">Supply and Delivery of Steel Racks</td> <td data-bbox="1040 678 1433 920">Prepare the Memorandum For the Secretary, BAC Resolution recommending the Award, Notice Of Award, Contract, and Letter to other bidders</td> </tr> <tr> <td data-bbox="651 920 1040 1162">Cleaning Services for the Air-conditioning Units located at the DBM Central Office and Arcache Building</td> <td data-bbox="1040 920 1433 1162">Prepare the Memorandum For the Secretary, BAC Resolution recommending the Award, Notice Of Award, Contract, and Letter to other bidders</td> </tr> <tr> <td data-bbox="651 1162 1040 1469">Replacement of Tiles and Repainting of the Interior Walls and Finishes of Budget Information and Training Service Office</td> <td data-bbox="1040 1162 1433 1469">Prepare BAC Resolution declaring the Post Disqualification of MMEEN, Notice of Post Disqualification, Letter for Additional Post Qualification Documents for the 2nd Lowest Calculated Bid</td> </tr> <tr> <td data-bbox="651 1469 1040 1749">Extension of Contracts</td> <td data-bbox="1040 1469 1433 1749">Prepare Memorandum For the Secretary and BAC Resolution for the following Courier Services, Psychometric Exams, Cleaning of Air-conditioning Units</td> </tr> <tr> <td data-bbox="651 1749 1040 1955">Consultancy Services for the Development and Implementation of the Digital PFMCP</td> <td data-bbox="1040 1749 1433 1955">Prepare: (1) Eligibility Report on Tuesday; (2) BAC Resolution for Shortlisting; and (3) Bid Documents - Part 2</td> </tr> <tr> <td data-bbox="651 1955 1040 2058">Supply and Delivery of Executive Laptops</td> <td data-bbox="1040 1955 1433 2058">Prepare BAC Resolution declaring the Failure of Bidding. Reposting shall be</td> </tr> </tbody> </table>		Project	To Do	Maintenance and Support Services for Budget and Treasury Management System (BTMS) Equipment and Licenses	Expedite the signing of the BAC Resolution and submit immediately to the Office of the Secretary for approval.	Supply and Delivery of Steel Racks	Prepare the Memorandum For the Secretary, BAC Resolution recommending the Award, Notice Of Award, Contract, and Letter to other bidders	Cleaning Services for the Air-conditioning Units located at the DBM Central Office and Arcache Building	Prepare the Memorandum For the Secretary, BAC Resolution recommending the Award, Notice Of Award, Contract, and Letter to other bidders	Replacement of Tiles and Repainting of the Interior Walls and Finishes of Budget Information and Training Service Office	Prepare BAC Resolution declaring the Post Disqualification of MMEEN, Notice of Post Disqualification, Letter for Additional Post Qualification Documents for the 2 nd Lowest Calculated Bid	Extension of Contracts	Prepare Memorandum For the Secretary and BAC Resolution for the following Courier Services, Psychometric Exams, Cleaning of Air-conditioning Units	Consultancy Services for the Development and Implementation of the Digital PFMCP	Prepare: (1) Eligibility Report on Tuesday; (2) BAC Resolution for Shortlisting; and (3) Bid Documents - Part 2	Supply and Delivery of Executive Laptops	Prepare BAC Resolution declaring the Failure of Bidding. Reposting shall be
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		incumbent upon the Extension of Validity of FY 2020 Funds
	Online Competency Assessment of DBM Employees	Post Qualification Report for presentation on Friday, December 18, 2020.

IV. Adjournment

There being no other matters to be discussed, the meeting was adjourned at 11:19 a.m.

Prepared by:

Noted by:

Joyce D. Labao
Secretariat

Director ANDREA CELENE MAGTALAS
Vice-Chairperson