



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

BIDS AND AWARDS COMMITTEE

BAC Resolution No. CPM-PB-46-2022

**RESOLUTION RECOMMENDING AWARD OF THE CONTRACT ON PROCUREMENT
FOR THE LEASE OF PHOTOCOPIING/SCANNING MACHINES FOR FY 2023**

WHEREAS, the Department of Foreign Affairs (DFA), through the authorized appropriations under the FY 2023 National Expenditure Program, intends to apply the sum of Nineteen Million Two Hundred Seventy Thousand Forty Six Pesos and Twenty Centavos (PhP 19,270,046.20) – the Approved Budget for the Contract (ABC) for the *Procurement for the Lease of Photocopying/Scanning Machines for FY 2023*;

WHEREAS, the said ABC is chargeable against respective offices' Rents – Equipment and OFMS Auditing Services under FY 2023 MOOE;

WHEREAS, on 15 November 2022, the Bids and Awards Committee (BAC) conducted a Pre-Procurement Conference to assess the readiness of the procurement in terms of confirming the availability of funds and to review all relevant documents in relation to the *Procurement for the Lease of Photocopying/Scanning Machines for FY 2023*;

WHEREAS, on 26 November 2022, the BAC Secretariat posted for seven (7) consecutive calendar days the *Invitation to Bid* for the *Procurement for the Lease of Photocopying/Scanning Machines for FY 2023* on the DFA and PhilGEPS websites, and conspicuous places within the premises of the DFA, in accordance with Section 21.2 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184;

WHEREAS, on 05 December 2022, the BAC held a *Pre-Bid Conference*, to discuss the eligibility requirements and the technical and financial components of the contract to be bid, in which two (2) prospective bidders attended namely: U-Bix Corp. and Otus Copy Systems, Inc.;

WHEREAS, Supplemental/Bid Bulletin No. 1 (07 December 2021), amending and clarifying information in the bidding documents, specifically Item 3 and Item 7 of the Technical Specifications, was posted on the PhilGEPS and DFA websites for at least seven (7) consecutive days before the deadline for submission and opening of bids, pursuant to Section 22.5.2 of the IRR of RA 9184;

WHEREAS, on 19 December 2022, the deadline for the submission and receipt of bids as well as the date of opening thereof, U-Bix Corp. and Otus Copy Systems, Inc. submitted their bids which the BAC determined to be as follows:

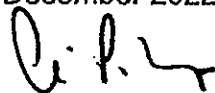
<i>Name of Bidder</i>	<i>Eligibility and Technical Component</i>	<i>Financial Component</i>
<i>U-Bix Corp.</i>	Non-compliant with Section 23.1.iv of the IRR of RA 9184 to completely declare its statement of ongoing government and private contracts	Sealed
<i>Otus Copy Systems, Inc.</i>	Compliant	Twelve Million Nine Hundred Twenty Seven Thousand Eleven Pesos (PhP 12,927,011.00)

WHEREAS, the BAC declared *Otus Copy Systems, Inc.* as having the Lowest Calculated Bid, and subjected it to Post-Qualification on 23 December 2022, pursuant to Section 34.2 of the IRR of RA 9184, to determine whether it complied with and was responsive to all the requirements and conditions specified in the Bidding Documents;

WHEREAS, during the post-qualification of bids and after careful consideration, the BAC determined that the bid of *Otus Copy Systems, Inc.* was compliant with and responsive to all the requirements and conditions specified in the Bidding Documents;

NOW, THEREFORE, we, the members of the Bids and Awards Committee, unanimously RESOLVE to RECOMMEND the award of the Contract on the Lease of Photocopying/Scanning Machine for FY 2023 to *Otus Copy Systems, Inc.* for having submitted the Lowest Calculated and Responsive Bid in the amount of **Twelve Million Nine Hundred Twenty Seven Thousand Eleven Pesos (PhP 12,927,011.00) only**, pursuant to Section 37 of the revised IRR of RA 9184.


ADOPTED this 23rd day of December 2022, Pasay City.



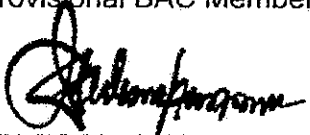
CHARLIE P. MANANGAN
BAC Chairperson



RUEL J. GUNABE
BAC Vice Chairperson



VIOLAFLO R. ENERLAN-ANCHETA
Provisional BAC Member

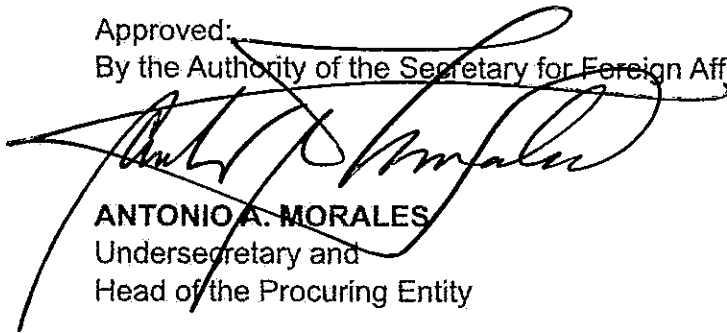


CHARLESON C. HERMOSURA
Alternate Member



MEDARDO G. MACARAIG
End-User Representative

Approved:
By the Authority of the Secretary for Foreign Affairs:



ANTONIO A. MORALES
Undersecretary and
Head of the Procuring Entity