



Kagawaran ng Ugayang Panlabas

Department of Foreign Affairs

NOTICE OF AWARD

BAC-NOA - 65-006 - 2014 - OPOG

09 January 2014

Madam:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Department of Foreign Affairs as contained in its Resolution No. 03-14, the Department is awarding the Contract for the Lease of Photocopying Machines for FY 2014, to your firm, **U-BIX CORPORATION**, for a period of one (1) year or from 01 January 2014 to 31 December 2014, in the amount of Fifteen Million Pesos (Php 15,000,000.00) only, inclusive of all taxes and other lawful charges, subject to the successful signing of the Contract and posting of the required performance security within ten (10) calendar days from receipt of this Notice.

Very truly yours,

By authority of the Secretary of Foreign Affairs:


RAFAEL E. SEGUIS

*Undersecretary for Administration
and Head of the Procuring Entity*

Conforme:

For: U-BIX CORPORATION

MS. MELISSA D. FERRERAS

Authorized Representative

U-BIX CORPORATION

1344 Angono St.

Makati City

Date: _____

NOTICE OF AWARD

09 January 2014

Madam:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Department of Foreign Affairs as contained in its Resolution No. 03-14, the Department is awarding the Contract for the Lease of Photocopying Machines for FY 2014, to your firm, **U-BIX CORPORATION**, for a period of one (1) year or from 01 January 2014 to 31 December 2014, in the amount of Fifteen Million Pesos (Php 15,000,000.00) only, inclusive of all taxes and other lawful charges, subject to the successful signing of the Contract and posting of the required performance security within ten (10) calendar days from receipt of this Notice.

Very truly yours,

By authority of the Secretary of Foreign Affairs:

RAFAEL E. SEGUIS

*Undersecretary for Administration
and Head of the Procuring Entity*

Conforme:

For: U-BIX CORPORATION

MS. MELISSA D. FERRERAS
Authorized Representative
U-BIX CORPORATION
1344 Angono St.
Makati City

| | |
|--|--------------------|
| Sr. Sp. Asst. N. Servigon | _____ |
| BAC Alt. Chairperson E.D. Austria-Garcia | _____ <i>hally</i> |
| BAC Vice-Chairman J.V.Chan-Gonzaga | _____ <i>jm</i> |
| BAC Members: S.E. Banquicio | _____ |
| A.V. Arevalo | _____ |
| G.P. Abiog | _____ <i>AB</i> |
| B.T. L. Santos | _____ <i>BT</i> |
| End-User Representative: | _____ <i>ms</i> |
| Asst. Sec. M. Sta. Maria - Thomeczek | _____ |
| BAC Secretariat: | |
| Head - S.O. Nuevo / A.O. Vallespin | _____ <i>SO</i> |
| A. De Asis-Del Mundo | _____ |
| S.P. Toledo | _____ <i>MA</i> |
| G.C. Fernandez | _____ |

Date: _____



MEMORANDUM FOR THE CHAIR, BIDS AND AWARDS COMMITTEE

FROM : TECHNICAL WORKING GROUP OF THE DFA-BAC
SUBJECT : Report on the Post Qualification of U-BIX Corporation
DATE : 09 January 2014

The TWG respectfully submits its report on the results of the post qualification of U-BIX Corporation on 08 January 2013 for the Lease of Photocopying Machines for FY 2014.

For the Chair's consideration and appropriate action.

REPORT OF THE TECHNICAL WORKING GROUP (TWG) OF THE DFA-BIDS AND AWARDS COMMITTEE (DFA-BAC) ON THE POST QUALIFICATION OF U-BIX CORPORATION FOR THE LEASE OF PHOTOCOPIING MACHINES FOR FY 2014

Date: 09 January 2014
Venue: OUA Conference Room
Project Name: Lease of Photocopying Machines for FY 2014
Name of Bidder: U-BIX Corporation
ABC: PhP 15,000,000.00

The TWG of the DFA-BAC convened on 08 January 2013 a post-qualification of U-BIX Corporation, bidder for the lease of photocopying machines for FY 2014.

The post qualification was convened to "*verify, validate and ascertain the statements made and documents submitted*" by the bidder. Specifically, the TWG, in accordance with the criteria set forth in section 34.3 of the RIRR of RA 9184, looked into the genuineness, validity and accuracy of the legal, technical and financial documents submitted by U-BIX Corporation.

Present during the post qualification were representative of U-BIX Corporation, representatives of the end-user (OPAS), and members of the TWG and BAC.

The TWG compared to the original the legal, technical and financial documents submitted by U-BIX Corporation. The following documents were subjected to the TWG's verification process:

Eligibility Requirements

- 1) SEC Certificate of Registration
- 2) Mayor's Permit
- 3) Completed Government/Private Contract
- 4) Audited Financial Statements
- 5) Credit Line Certificate

Technical Requirements

- 1) Bid Security
- 2) Omnibus Sworn Statement
- 3) Conformity with Technical Specifications

Financial Requirements

- 1) Financial Bid Form
- 2) Form for the Breakdown of Bidder's Financial Bid

Post-Qualification Requirements

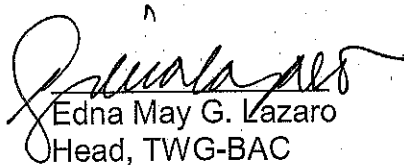
- 1) Tax Clearance
- 2) Latest Income and Business Tax Returns

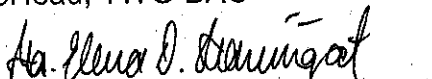
3) Certificate of PHILGEPS Registration

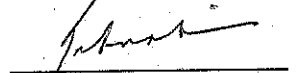
The TWG had the following observations:


- 1) The TWG found the documents submitted by U-BIX Corporation to be true copies of the original documents;
- 2) The bidder's completed contract with the Bangko Sentral ng Pilipinas (BSP) for the lease of photocopying machines from 09 September 2010 to 08 September 2013 (duration of the contract) amounting to Philippine Pesos Eighty-Five Million Two Hundred Forty-Eight Thousand (Php 85,248,000.00) met the requirement for at least 50% of the ABC of the Project. U-BIX Corporation submitted as proof of completion and acceptance, the original and certified true copy of the certificate issued by the Bangko Sentral ng Pilipinas (BSP);
- 3) The bidder submitted a Credit Line Certificate issued by the Union Bank on 16 December 2013 amounting to Philippine Pesos One Million Five Hundred Thousand (Php 1,500,000.00), as well as a Bid Securing Declaration dated 19 December 2013 which was duly notarized by Atty. Carlos M. Caringal, notary public in Makati City;
- 4) The Omnibus Sworn Statement and Sworn Statement of Compliance with all Technical Specifications were duly notarized;
- 5) U-BIX Corporation also submitted copies of Tax Clearance Certificate issued by the Bureau of Internal Revenue and certificate of PhilGEPS registration;

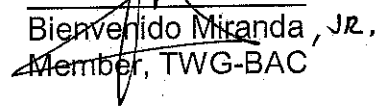
Taking into account the results of the post-qualification, the TWG reports to the DFA-BAC that Globe Telecom, Inc. passed the post qualification process.

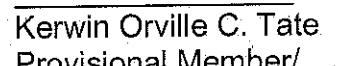

Edna May G. Lazaro
Head, TWG-BAC


Maria Elena Cristina Maningat
Member, TWG-BAC


Alan Roi Q. Gabriola
Member, TWG-BAC


Virgilio Pasive, Jr.
Member, TWG


Bienvenido Miranda, Jr.
Member, TWG-BAC


Kerwin Orville C. Tate
Provisional Member/
End-user Representative



BID FORM

December 26, 2013
Invitation to Bid No. Public Bidding No. PB-GS-028-2013

To: **DEPARTMENT OF FOREIGN AFFAIRS**
2330 Roxas Boulevard, Pasay City

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Number 1, the receipt of which is duly acknowledged, we, the undersigned, offer to supply/deliver/perform the **LEASE OF PHOTOCOPYING MACHINES OR FY 2014** in conformity with the said Bidding Documents for the sum of **FIFTEEN MILLION PESOS(P15,000,000.00)** or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

COST PER COPY: BLACK AND WHITE: Straight rate at P1.25 per copy (VAT Inclusive)
COLOR: Straight Rate at P12.50 per copy (VAT Inclusive)

We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in the **BDS** provision for the ITB Clause 18.2 and it shall remain upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

| Name & address of agent | Amount and currency | Purpose of Commission or gratuity |
|-------------------------|---------------------|-----------------------------------|
| None | None | None |

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/ confirm that we comply with the eligibility requirements as per **ITB Clause 5** of the bidding Documents.

Date this 26th day of December 2013.



MELISSA D. FERRERAS
SENIOR MANAGER

Duly authorized to sign Bid for and on behalf of U-BIX CORPORATION



U-BIX CORPORATION
1344 Angono Street, Makati City
1200 Manila, Philippines
Tel. No.: (632) 897-6819
Fax No.: (632) 897-6805
www.ubix.com.ph



SCHEDULE OF PRICES

**ONE HUNDRED THIRTY-TWO (132) UNITS MONOCHROME MACHINES
BLACK AND WHITE CLICK CHARGE:**

STRAIGHT RATE AT Php1.25 PER COPY
VAT INCLUSIVE
No Minimum Copy Volume Requirement
copies per month

**THREE (3) UNITS COLORED MACHINES
COLORED CLICK CHARGE:**

STRAIGHT RATE AT Php 12.50 PER COPY
VAT INCLUSIVE
No Minimum Copy Volume Requirement
copies per month

INCLUSIVE OF TWO (2) IN-HOUSE TECHNICIAN (DFA MAIN AND ASEANA)

BREAKDOWN OF FINANCIAL BID:

BLACK AND WHITE COPIER:


Declared Copy Volume 11,000,000 copies for one (1) year
Offered Price per Copy: x P1.25 per copy, VAT Inclusive
P13,750,000.00 (VAT Inclusive)

COLORED COPIER:

Declared Copy Volume: 100,000 copies for one (1) year
Offered Price per Copy: x P12.50 per copy, VAT Inclusive
P1,250,000.00 (VAT Inclusive)

TOTAL CONTRACT PRICE: P15,000,000.00 (VAT Inclusive) FOR ONE (1) YEAR
(JANUARY 1, 2014- DECEMBER 31, 2014)

By:


MELISSA D. FERRERAS
Senior Manager





For Goods Offered From Within the Philippines

Name of Bidder: UBIX CORPORATION Invitation to Bid Date **December 26, 2013**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|------|--|-------------------|-----------|--|--|--|---|---|--|
| Item | Description | Country of Origin | Quantity | Unit Price per Item | Cost of local labor, raw material, and component | Total Price per Item | Unit price per item final destination and unit price of other incidental services | Sales and other taxes payable per item if Contract is awarded | Total Price delivered Final Destination |
| 1 | Lease of Photocopying Machines for FY 2014 | Philippines | 135 units | Black and White Rate: Php1.25 (VAT Inclusive) | Inclusive | Black and White Php1.25 (VAT Inclusive) | Black and White Php1.25 (VAT Inclusive) | VAT Inclusive | Black and White Php1.25 (VAT Inclusive) |
| | | | | Colored Rate: Php12.50 (VAT Inclusive) | | Colored Rate: Php12.50 (VAT Inclusive) | Colored Rate: Php12.50 (VAT Inclusive) | | Colored Rate: Php12.50 (VAT Inclusive) |

MELISSA B. FERRERAS
Senior Manager

U-BIX CORPORATION

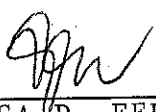
1344 Angono Street, Makati City
1200 Manila, Philippines
Tel. No.: (632) 897-6819
Fax No.: (632) 897-6805
www.ubix.com.ph



For Goods Offered From Abroad

Name of Bidder U-BIX CORPORATION . Invitation to Bid Date 12/26/13 .

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
|------|-------------|-------------------|----------|---|--|--|--------------------------------------|---------------------------------------|
| Item | Description | Country of origin | Quantity | Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination) | Total CIF or CIP price per item (col. 4 x 5) | Unit Price Delivered Duty Unpaid (DDU) | Unit price Delivered Duty Paid (DDP) | Total Price delivered DDP (col 4 x 8) |
| N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |



MELISSA D. FERRERAS
 SENIOR MANAGER
 U-BIX CORPORATION



AUTHORITY OF SIGNATORY

SECRETARY'S CERTIFICATE

I, **GENER E. ASUNCION**, a duly elected and qualified Corporate Secretary of **U-BIX Corporation**, a corporation duly organized and existing under and by virtue of the law of the **Philippines**, DO HEREBY CERTIFY, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At the regular meeting of the Board of Directors of the said Corporation duly convened and held on 05 DEC 2013 at which meeting a quorum was present and acting throughout, the following resolutions were approved, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

RESOLVED, that **U-BIX CORPORATION** be, as it hereby is, authorized to participate in the bidding for the **LEASE OF PHOTOCOPIING MACHINES FOR FY 2014** and that if awarded the project shall enter into a contract with the **DEPARTMENT OF FOREIGN AFFAIRS (DFA)**; and in connection therewith hereby appoint **MS. MELISSA D. FERRERAS-Senior Manager**, acting as duly authorized and designated representatives of **U-BIX CORPORATION**, is hereby granted full power and authority to do, execute and perform any and all acts necessary and/or to represent **U-BIX CORPORATION** in the bidding as fully and contract as fully and effectively as the **SENIOR MANAGER** might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do or cause to be done by virtue hereof;

RESOLVED FURTHER THAT, the **U-BIX CORPORATION** hereby authorizes its **Senior Manager, Melissa D. Ferreras** to:

- (1) Execute a waiver of jurisdiction whereby the **U-BIX CORPORATION** hereby submits itself to the jurisdiction of the Philippine government and hereby waives its right to question the jurisdiction of the Philippine courts;
- (2) Execute a waiver that the **U-BIX CORPORATION** shall not seek and obtain writ of injunctions or prohibition or restraining order against the Department of Foreign Affairs (DFA) or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of and award of a contract to a successful bidder, and the carrying out of the awarded contract.

SPECIMEN SIGNATURE:

MELISSA D. FERRERAS

WITNESS the signature of the undersigned as such officer of the said _____ this DEC 19 2013.

GENER E. ASUNCION
 (Corporate Secretary)
 TIN# 126-617-854

ACKNOWLEDGMENT

Republic of the Philippines)
Makati City)s.s

Signed and sworn to before me this _____ day of DEC 19 2013, 20____ affiant exhibited to me his **SSS ID # 03-4827251-6** at Makati City, Philippines.

Notary Public Atty. Carlos M. Garingal
 Until 31 December 20____ Notary Public for Makati City
 PTR No. _____ 1347 Angono St., Makati City
 Issued at: _____
 Issued on: _____
 TIN No. _____

Doc. No. 107
 Page No. 23
 Book No. XI
 Series of 2013