

Republic of the Philippines
Department of Social Welfare and Development
Regional Field Office V, Buraguis, Legazpi City

BIDS AND AWARDS COMMITTEE

RESOLUTION No. 2020-08-037

A RESOLUTION RECOMMENDING TO THE REGIONAL DIRECTOR TO AWARD PURCHASE OF TONERS/INKS CARTRIDGES FOR THE EXISTING PRINTER OF 4Ps PER IB GOP 2020-DSWD-14 TO NEED INK SALES & SERVICES BEING THE SINGLE CALCULATED AND RESPONSIVE BIDDER

WHEREAS, the Pantawid Pamilyang Pilipino Program (4Ps) requested for the PURCHASE OF TONERS/INKS CARTRIDGES FOR THE EXISTING PRINTER OF 4Ps under Purchase Request No. NF 1912-0709 with an Approved Budget Ceiling amounting to P1,775,000.00. Given the amount, said procurement opportunity was posted on PhilGEPS per IB GOP 2020-DSWD-14; on the department's website and on a conspicuous place within the agency for wider dissemination;

WHEREAS, Need Ink Sales & Services was present during the scheduled pre-bid conference through Video-Conference via Google Meet on July 15, 2020;

WHEREAS, a number of inquiries were received in the official BAC Sec email address clarifying some items in the bidding documents. Hence, bid bulletins were published on July 16 & 17, 2020 for information and guidance of everyone concerned;

WHEREAS, another bid bulletins were posted on July 27, 2020 rescheduling the deadline of submission of bids/bid opening to August 04, 2020, 9:00AM;

WHEREAS, during the deadline for the submission of bids/opening of bids on **August 04, 2020**, only one (1) bidder submitted bid proposal. Opening, examination of bids and determination of responsiveness were done using a non-discretionary "pass/fail" criterion having the hereunder result:

Name of Bidder	Amount of Bid	Remarks
NEED INK SALES & SERVICES	Lot 1 – P 795,300.00 Lot 2 – P 170,150.00 Lot 3 – P 799,800.00 Total: P 1,765,250.00	<i>Eligible: Sole Eligible Bidder</i>

WHEREAS, post-qualification was conducted by the BAC/Technical Working Group to Need Ink Sales & Services being the sole eligible bidder. Per report submitted by the BAC/TWG the said bidder was found responsive as the technical documents that they have submitted such as PhilGEPS registration, Bid Security and Omnibus Sworn Statement are lawful and valid based on the effectivity date of each document. The required amount of transactions for completed contracts were complied and surpassed. The Single Largest Completed Contract that they have presented was with the **DSWD FO V** for the Purchase of Toners for use in the Implementation of 4Ps in Bicol Region CY 2020 amounting to **P 3,584,000.00**. Copies of NOA, Notice to Proceed, Contract, Delivery Receipt, Sales Invoice and Collection Receipt were presented upon inspection. It was also noted that the said bidder has Certificate of Dealership as an Authorized Business Partner of VST-ECS (Phils.) Inc. for Canon Laserjet Printer, A3 Copier and Supplies, and for HP Products as certified by Ms. Hannah T. Dimaronsing, Senior Branch Manager of VST-ECS Phils.-Cebu; Issued on August 5 and 11, 2020. The Certifications were valid from January to December 2020. Another notation is that the said bidder has Certificate of Dealership as an Authorized Dealer of Brother Products as certified by Ms. Liezl B. Palma, Branch Manager of Barnbros Commercial, Inc., issued on August 10, 2020.

WHEREAS, with the foregoing and after due deliberation, the Bids and Awards Committee resolved to declare the bid of Need Ink Sales and Services as a responsive bid;

WHEREAS, Need Ink Sales and Services submitted bid security in the form of a Bid Securing Declaration notarized by Atty. Alex A. Codones last July 29, 2020 and a bank guarantee issued by Metrobank with reference No. 041/LG/000787/20 dated July 21, 2020 valid until November 25, 2020;

WHEREAS, the funds availability has been certified by the Budget Section on March 10, 2020;

NOW, THEREFORE, We, the Members of the Bids and Awards Committee **RESOLVES**, as it is hereby **RESOLVED**:

NOW, THEREFORE, We, the Members of the Bids and Awards Committee **RESOLVES**, as it is hereby **RESOLVED**:

- a) To declare **Need Ink Sales and Services** as the **Single Calculated and Responsive Bidder** for **PURCHASE OF TONERS/INKS CARTRIDGES FOR THE EXISTING PRINTER OF 4Ps per IB GOP 2020-DSWD-14**;
- b) To recommend the Award of the Contract to **Need Ink Sales and Services** in the amount of **One Million Seven Hundred Sixty-Five Thousand Two Hundred Fifty Pesos Only (P 1,765,250.00)** for Lots 1-3.

Done this 24th day of August 2020 at Legazpi City, Philippines.

ATTY. MICHAEL GEROME B. BELLENA, CPA
BAC Chairperson

GERLIE L. AVILA
BAC Member

NISLA PAULINITA P. MATAMOROSA
BAC Alternate Member

VICTORIA C. TAGUM
BAC Vice-Chairperson

JUDEX DONNEL G. LLAMOSO
BAC Member

JINKY A. MANGAMPO
BAC Alternate Member

Approved:

ARNEL B. GARCIA, CESO II
Regional Director