



BIDS AND AWARDS COMMITTEE

Procurement of Goods and Consultancy Services (BAC-PGCS)
Resolution No. 026-2023
Series of 2023

Award of Contract for the
LEASE AND MAINTENANCE OF PHOTOCOPYING MACHINES
ASD-109-2023

WHEREAS, the Philippine Ports Authority (PPA) posted an Invitation to Bid for the Lease and Maintenance of Photocopying Machines, in the website of the PPA, PhilGEPS and in the Bulletin Board located at the PPA Corporate Building, South Harbor, Port Area, Manila, on 16 March 2023, continuously for seven (7) calendar days;

WHEREAS, the Approved Budget for the Contract to be Bid as posted/advertised is **₱ 2,160,000.00**;

WHEREAS, in response to the said advertisement, only Copylandia Office Systems Corporation secured the Bid Document in the amount of ₱ 5,000.00 and submitted its Technical and Financial Proposals;

WHEREAS, during the opening of bids on 12 April 2023 at 10:00 a.m. Copylandia Office Systems Corporation was declared "passing" with the requirements of the First Envelope;

WHEREAS, the Financial Proposal of Copylandia Office Systems Corporation was opened and declared "passing" with the requirements of the Second Envelope, hence its financial bid was read by the Chairperson, as follows:

NAME OF BIDDER	BID AMOUNT (As Read)
Copylandia Office Systems Corporation	₱ 1,680,000.00

WHEREAS, Bid Evaluation was conducted on 17 April 2023 to determine if there were arithmetical or computational errors on the submitted bid, and the Bid Evaluation Report, as approved by the BAC on 18 April 2023, showed no discrepancies between the Total Bid Prices and Unit Bid Prices of Copylandia Office Systems Corporation;

WHEREAS, Copylandia Office Systems Corporation was declared as the Single Calculated Bidder in the amount of **₱ 1,680,000.00**;

WHEREAS, post-qualification was conducted on 20 April 2023 to examine, validate and verify the eligibility, technical and financial requirements submitted by Copylandia Office Systems Corporation and in the Post-Qualification Report, as approved by the BAC on 27 April 2023, Copylandia Office Systems Corporation was declared as the Single Calculated and Responsive Bidder;

NOW, THEREFORE, for and in consideration of the foregoing premises, the BAC hereby RESOLVE as it is hereby RESOLVED to declare **COPYLANDIA OFFICE SYSTEMS CORPORATION** as the Single Calculated and Responsive Bidder, and to recommend the award of contract for the Lease and Maintenance of Photocopying Machine, in the amount of **ONE MILLION SIX HUNDRED EIGHTY THOUSAND PESOS (PHP 1,680,000.00)**, inclusive of taxes, to the said bidder.

ADOPTED AND APPROVED by the BAC on 27 April 2023.



DANAH S. JARAMILLO
Regular Member



JOSEPHINE M. NAPIERE
Regular Member



DIANE STEFFIT. GUILLAMON
Regular Member



ERIC E. DIMACULANGAN
Provisional Member



ANGELINA A. LLOSE
Vice-Chairperson

MARK JON S. PALOMAR
Chairperson, BAC



03 May 2023

MEMORANDUM

F O R : The General Manager

F R O M : The Vice-Chairperson, HO-BAC-PGCS

SUBJECT : **BAC RESOLUTION FOR THE AWARD OF CONTRACT FOR THE
LEASE AND MAINTENANCE OF PHOTOCOPIING MACHINES/
NOTICE OF AWARD**

=====

With reference to the Opening of Bids for the Lease and Maintenance of Photocopying Machines, we are submitting herewith BAC-PGCS Resolution No. 026-2023/Notice of Award to COPYLANDIA OFFICE SYSTEMS CORPORATION as the Single Calculated Bidder, in the amount of P1,680,000.00, for consideration and approval of the General Manager as Head of the Procuring Entity, pursuant to Section 37 of the 2016 Revised IRR of R.A. 9184.


ANGELINA A. LLOSE

APPROVED/DISAPPROVED:


JAY DANIEL R. SANTIAGO
General Manager