



**BIDS AND AWARDS COMMITTEE
(AO 11-04, Series of 2022)**

SUMMARY OF THE MEETING
5 December 2022

Procurement Project/ Agenda:	I. OPENING AND EVALUATION OF BIDS: PROCUREMENT OF JANITORIAL SERVICES FY 2023
Attendance:	<p>BAC Members:</p> <ul style="list-style-type: none">• Presiding Commissioner Julia Cecily Coching-Sosito – Chairperson• Labor Arbiter Vilma Maria S. Plan-Barrera• Atty. Felicidad B. Ico• Atty. Sheryl E. Paquidao• Atty. Purdey P. Perez <p>BAC-Technical Working Group:</p> <ul style="list-style-type: none">• Atty. Tarcila B. Nepomuceno-Banda – Head• Ms. Daisee A. Tismo• Ms. Hazel M. Baylon <p>BAC-Secretariat:</p> <ul style="list-style-type: none">• Atty. Rachel Ann Katrina P. Abad-Fabe - Head• Ms. Jacqueline G. Blazo• Mr. Ellun N. Dellima• Ms. Alna E. Samontañez <p>Bidders:</p> <ul style="list-style-type: none">• Triple 7 Manpower Services, Inc. – Ms. Marilyn Dioquino, Operations Officer

HIGHLIGHTS OF THE MEETING

Meeting Started:	There being a quorum, PC Sosito, the BAC Chairperson, called the meeting to order at 11:10 AM .
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<p>Observer/s:</p>	<ul style="list-style-type: none"> • Monica T. Gler, State Auditor III – COA-NLRC Unit <p><i>Note: Other observers were invited and were informed of the schedule of procurement activities through e-mail and registered mail but were not able to attend nor send representative.</i></p>				
<p>Opening and Evaluation of Bids:</p>	<p>The Opening of Bids was participated in by the following bidder, who submitted their bid before the deadline on October 25, 2022, 8:00 AM:</p> <table border="0" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Company Name</th> <th style="text-align: center;">Date of Submission</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Triple 7 Manpower Services, Inc., represented by Mr. Dinbern F.Patyag</td> <td style="text-align: center;">December 5, 2022 at 8:00 AM</td> </tr> </tbody> </table> <p>The bidder submitted their bid manually (properly sealed and duly signed by the authorized representative).</p> <p>The members of the BAC Secretariat were in charge of opening the manual submission.</p> <p>Before opening of the bid, Atty. Fabe, asked the representative to confirm whether the bidding document presented was the same bidding document they have submitted. The bidder confirmed that the document was exactly their bid document.</p> <p>The members of the BAC then proceeded in opening the envelopes, before distributing them to the members. Each main envelope contained the technical component envelope and financial component envelope.</p> <p>TECHNICAL COMPONENT ENVELOPE:</p> <p>All technical component envelopes were opened to determine the bidder's compliance with the technical requirements for eligibility.</p> <p>The BAC checked the submitted documents of the bidder against the checklist of required documents to ascertain if all were present using the non-discretionary "pass/fail" criterion as stated in the Instruction to Bidders. Atty. Fabe read the contents of each document.</p> <p>When the bidder submitted the required document, it was rated as "passed" for that particular document. Upon initial review of the documents submitted, the bidder was found to have complied with the required technical component documents (Legal Documents,</p>	Company Name	Date of Submission	Triple 7 Manpower Services, Inc., represented by Mr. Dinbern F.Patyag	December 5, 2022 at 8:00 AM
Company Name	Date of Submission				
Triple 7 Manpower Services, Inc., represented by Mr. Dinbern F.Patyag	December 5, 2022 at 8:00 AM				

Technical Documents and Financial Documents).

NOTE: The Summary of the Checklist of Technical Component Documents as read by Atty. Fabe is herein attached as **Annex "A"**.

The bidder submitted Certified True Copies signed by their respective authorized representative. Hence, the bidder's representative was informed that they must be ready to submit or present the originals to the BAC TWG during the post qualification for verification and detailed evaluation.

FINANCIAL COMPONENT ENVELOPE:

The BAC then opened the financial component envelopes submitted by the bidder.

The bidder offered the following Bid Price, which was reviewed and verified by the representative of TWG-Financial, to wit:

Company Name	Bid Offer
Triple 7 Manpower Services, Inc.	Php 3,968,154.00

NOTE: The Summary of the Checklist of Financial Component Documents as read by the members of the BAC Secretariat is herein attached as **Annex "A"**.

COMMITTEE'S DELIBERATION:



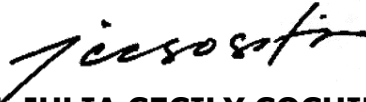


Upon careful evaluation and deliberation, the BAC determined that the Bidder **Triple 7 Manpower Services, Inc.** has complied with the Legal, Technical and Financial Documents required for the Procurement of Janitorial Services FY 2023.

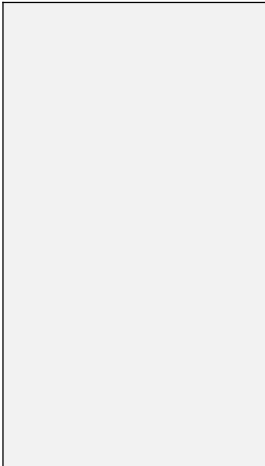
Therefore, **Triple 7 Manpower Services, Inc.**, which offered the Bid Price of **Three Million Nine Hundred Sixty Eight Thousand One Hundred Fifty Four Pesos (Php 3,968,154.00)**, as against the ABC of Four Million Four Hundred Sixty Eight Thousand Pesos (Php 4,468,000.00), was declared as the **Single Responsive and Calculated Bid** for the Procurement of Janitorial Services FY 2023.

The BAC Secretariat will prepare the draft resolution for review and approval of the BAC.


The BAC Technical Working Group shall prepare the required Abstract of Bids As Read for review and approval of the BAC. They were also

	instructed to conduct the post qualification process and report the results to the BAC on or before December 26, 2022.
Meeting Ended:	Having no other matters for discussion regarding this project, this part of the meeting was adjourned at 11:40 AM.

Certification:	We certify that the foregoing is a true account of the meeting conducted on Wednesday, December 5, 2022.
Prepared By:	 ALNA E. SAMONTAÑEZ Member, BAC Secretariat
Reviewed By:	 ATTY. RACHEL ANN KATRINA P. ABAD-FABE Head, BAC Secretariat
Certified Correct:	<p style="text-align: center;">Bids and Awards Committee (FY 2021-2022)</p>  PRES. COMM. JULIA CECILY COCHING-SOSITO Chairperson, BAC  LABOR ARBITER VILMA MARIA S. PLAN-BARRERA Member, BAC  ATTY. FELICIDAD B. ICO Member, BAC



ATTY. SHERYL E. PAQUIDAO
Member, BAC



ATTY. PURDEY P. PEREZ
Member, BAC