



BIDS AND AWARDS COMMITTEE
(AO 11-02, Series of 2021)

SUMMARY OF THE MEETING
25 October 2022

Procurement Project/ Agenda:	II. OPENING AND EVALUATION OF BIDS: PROCUREMENT OF CLOUD SERVICES SUBSCRIPTION, WEB HOSTING WITH BACK-UP SERVER AND MAINTENANCE SERVICES FY 2023
Attendance:	BAC Members: <ul style="list-style-type: none">• Presiding Commissioner Julia Cecily Coching-Sosito – Chairperson• Labor Arbiter Vilma Maria S. Plan-Barrera• Atty. Sheryl E. Paquidao• Atty. Felicidad B. Ico (<i>via Zoom Platform</i>)• Atty. Purdey P. Perez (<i>via Zoom Platform</i>) BAC-Technical Working Group: <ul style="list-style-type: none">• Atty. Tarcila B. Nepomuceno-Banda – Head (<i>via Zoom Platform</i>)• Atty. Nikki Isabel G. Balanquit• Ms. Daisee A. Tismo• Ms. Hazel M. Baylon (<i>via Zoom Platform</i>) Provisional Members/End-Users: <ul style="list-style-type: none">• Atty. Mary Evangeline T. Delos Santos• Mr. Christian Ericson B. Soriano BAC-Secretariat: <ul style="list-style-type: none">• Atty. Rachel Ann Katrina P. Abad-Fabe - Head• Ms. Jacqueline G. Blazo• Ms. Jennifer D. Canoy• Mr. Ellun N. Dellima• Ms. Alna E. Samontañez Bidders: <ul style="list-style-type: none">• My Creative Panda Web Design and Consultancy Services – Ms. Janine Ricafort• Telcom Live Content, Inc. – Mr. Jonathan Guevara

	<ul style="list-style-type: none"> • Moodlearning, Inc. – Ms. Shaznae Ragasa and Ms. Janine Flormapa • My Busybee – Ms. Genve Binayug and Ms. Symone Wong
--	---

HIGHLIGHTS OF THE MEETING

Meeting Started:	There being a quorum, PC Sosito, the BAC Chairperson, called the meeting to order at around 11:30 AM.										
Observer/s:	<ul style="list-style-type: none"> • Monica T. Gler, State Auditor III – COA-NLRC Unit (<i>via Zoom Platform</i>) <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>										
Opening and Evaluation of Bids:	<p>The Opening of Bids was participated in by the following bidders, who submitted their bids before the deadline on October 25, 2022, 8:00 AM:</p> <table 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>My Creative Panda represented by Ms. Sharmaine Ignacio</td> <td>October 24, 2022 at 9:30 AM</td> </tr> <tr> <td>Telcom Live Content, Inc. represented by Ms. Glorielyn L. Aguila</td> <td>October 24, 2022 at 10:10 AM</td> </tr> <tr> <td>Moodlearning, Inc. represented by Ms. Ma. Elena T. Mendoza, Ms. Bragaza, Ms. Precious Ann Domansil and Ms. Janine Flormata</td> <td>October 25, 2022 at 7:50 AM</td> </tr> <tr> <td>My Busybee represented by Mr. Rico M. Hernandez</td> <td>October 25, 2022 at 7:50 AM</td> </tr> </tbody> </table> <p>All bidders submitted their bids manually (properly sealed and duly signed by their authorized representative).</p> <p>The members of the BAC Secretariat were in charge of opening the manual submissions. Accordingly, the manual submissions were opened by the members of the BAC Secretariat present at NLRC Conference Room on October 25, 2022.</p>	Company Name	Date of Submission	My Creative Panda represented by Ms. Sharmaine Ignacio	October 24, 2022 at 9:30 AM	Telcom Live Content, Inc. represented by Ms. Glorielyn L. Aguila	October 24, 2022 at 10:10 AM	Moodlearning, Inc. represented by Ms. Ma. Elena T. Mendoza, Ms. Bragaza, Ms. Precious Ann Domansil and Ms. Janine Flormata	October 25, 2022 at 7:50 AM	My Busybee represented by Mr. Rico M. Hernandez	October 25, 2022 at 7:50 AM
Company Name	Date of Submission										
My Creative Panda represented by Ms. Sharmaine Ignacio	October 24, 2022 at 9:30 AM										
Telcom Live Content, Inc. represented by Ms. Glorielyn L. Aguila	October 24, 2022 at 10:10 AM										
Moodlearning, Inc. represented by Ms. Ma. Elena T. Mendoza, Ms. Bragaza, Ms. Precious Ann Domansil and Ms. Janine Flormata	October 25, 2022 at 7:50 AM										
My Busybee represented by Mr. Rico M. Hernandez	October 25, 2022 at 7:50 AM										

The meeting was simultaneously held online for members who attended via Zoom platform.

Before opening each bid, members of the BAC Secretariat asked the duly authorized representatives to confirm whether the bidding documents presented were the same bidding documents they have submitted. All bidders confirmed that the shown documents were exactly their bid documents.

The members of the BAC Secretariat then proceeded in opening the envelopes. Each main envelope contained the technical component envelope and financial component envelope.

TECHNICAL COMPONENT ENVELOPE:

All technical component envelopes were opened to determine each bidder's compliance with the technical requirements for eligibility.

The BAC checked the submitted documents of each bidder against the checklist of required documents to ascertain if they were are all present using the non-discretionary "pass/fail" criterion as stated in the Instruction to Bidders. The BAC Secretariat read the contents of each document while presenting the hard copies.

If the bidder submitted the required document, it was rated as "passed" for that particular document. Upon review of the documents submitted, all bidders were found to have complied with the required technical component documents (Legal Documents, Technical Documents and Financial Documents).

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

As to the **submitted Legal Documents:** All bidders submitted Certified True Copies signed by their respective authorized representatives. Hence, the bidder's representatives were informed that they must be ready to submit or present the originals to the BAC TWG during the post qualification.

For **Telcom Live**, bidder failed to submit the copy of **Mayor's Permit, Updated Tax Clearance** and **Audited Financial Statement**, thus they were requested by the BAC Secretariat to present the same during the Post Qualification Evaluation by the BAC TWG.

It was also observed that there was discrepancy between **Telcom Live's Net Financial Contracting Capacity** as compared to the assets stated in the PhilGEPS attachment **Audited Financial Statement**. Atty. Perez then suggested that the bidder reconcile the discrepancy in a separate document to be submitted during Post Qualification Evaluation.

FINANCIAL COMPONENT ENVELOPE:

The BAC then opened the financial component envelopes submitted by the eligible bidders.

The bidders offered the following Bid Prices, which were reviewed and verified by the representative of TWG-Financial, to wit:

Company Name	Bid Offer
My Creative Panda	Php 888,888.88
Telcom Live	Php 675,888.00
Moodlearning	Php 825,000.00
My Busybee	Php 950,000.00

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" "B"**.



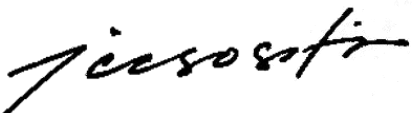


COMMITTEE'S DELIBERATION:

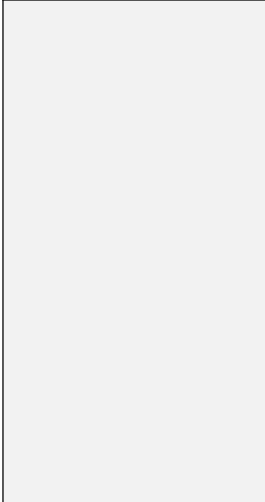
Upon careful evaluation and deliberation, the BAC determined that the Bidder **Telcom Live Content, Inc.** has complied with the Legal, Technical and Financial Documents required for the Procurement of Cloud Services Subscription, Web Hosting with Back-Up Server and Maintenance Services FY 2023.

Therefore, **Telcom Live Content, Inc.**, which offered the Bid Price of **Six Hundred Seventy Five Thousand Eight Hundred Eighty Eight Pesos only (Php 675,888.00)**, as against the ABC of One Million Pesos (Php 1,000,000.00), was declared as the bidder having the **Lowest Calculated Bid** for the Procurement of Cloud Services Subscription, Web Hosting with Back-Up Server and Maintenance 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 November 7, 2022.
Meeting Ended:	Having no other matters for discussion regarding this project, this part of the meeting was adjourned at 12:45 PM.

Certification:	We certify that the foregoing is a true account of the meeting conducted on Wednesday, October 25, 2022.
Prepared By:	 ALNA E. SAMONTAÑEZ Member, BAC Secretariat
Reviewed By:	 ATTY. RACHEL ANN KATRINA P. ABAD-FABE Head, BAC Secretariat
Certified Correct:	Bids and Awards Committee (FY 2021-2022)  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