



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

SUMMARY OF THE MEETING
25 October 2022

Procurement Project/ Agenda:	I. OPENING AND EVALUATION OF BIDS: PROCUREMENT OF COURIER 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. Sheryl E. Paquidao• Atty. Felicidad B. Ico (<i>via Zoom Platform</i>)• Atty. Purdey P. Perez (<i>via Zoom Platform</i>) <p>BAC-Technical Working Group:</p> <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>) <p>Provisional Members/End-Users:</p> <ul style="list-style-type: none">• Atty. Joseph Anthony F. Tolentino <p>BAC-Secretariat:</p> <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 <p>Bidders:</p> <ul style="list-style-type: none">• Airspeed International Corporation, Inc. – Ms. Krystal Octaviano• LBC Express, Inc. – Mr. Ryan Bona

HIGHLIGHTS OF THE MEETING

Meeting Started:	There being a quorum, PC Sosito, the BAC Chairperson, called the meeting to order at around 9:45 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 style="text-align: center;">Airspeed International, Inc., represented by Ms. Krystal Octaviano</td> <td style="text-align: center;">October 24, 2022 at 11:10 AM</td> </tr> <tr> <td style="text-align: center;">LBC Express Inc., represented by Mr. Ryan Bona</td> <td style="text-align: center;">October 24, 2022 at 2:50 PM</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> <p>The meeting was simultaneously held online for members who attended via Zoom platform.</p> <p>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.</p> <p>The members of the BAC Secretariat then proceeded in opening the envelopes. Each main envelope contained the technical component</p>	Company Name	Date of Submission	Airspeed International, Inc., represented by Ms. Krystal Octaviano	October 24, 2022 at 11:10 AM	LBC Express Inc., represented by Mr. Ryan Bona	October 24, 2022 at 2:50 PM
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Airspeed International, Inc., represented by Ms. Krystal Octaviano	October 24, 2022 at 11:10 AM						
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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 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 Airspeed, all documents submitted bear the name **Airspeed International Corporation**, except for the SEC Registration where it appears as **Airspeed International "Corp."**. However, Ms. Octaviano stated that Airspeed International Corporation and Airspeed International Corp. are **one and the same entity**.

For LBC, bidder failed to submit the **List of Serviceable Areas, Updated Tax Clearance** and **Certificate to Operate from DICT**, but they were requested by the BAC Secretariat to present the same during the Post Qualification Evaluation by the BAC TWG.



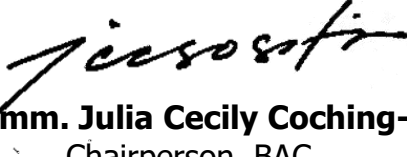


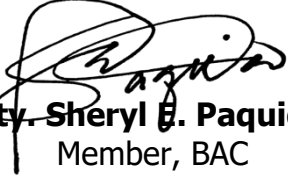

FINANCIAL COMPONENT ENVELOPE:

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

The bidders offered the following Bid Prices, which were reviewed

	<p>and verified by the representative of TWG-Financial, to wit:</p> <table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Company Name</td> <td style="text-align: center;">Bid Offer</td> </tr> <tr> <td style="text-align: center;">Airspeed International Inc.</td> <td style="text-align: center;">Php 9,111,850.00</td> </tr> <tr> <td style="text-align: center;">LBC Express Inc.</td> <td style="text-align: center;">Php 8,711,433.92</td> </tr> </table> <p>NOTE: The Summary of the Checklist of Financial Component Documents as read by the members of the BAC Secretariat is herein attached as Annex "B".</p> <p>COMMITTEE'S DELIBERATION:</p> <p>Upon careful evaluation and deliberation, the BAC determined that the Bidder LBC Express Inc. has complied with the Legal, Technical and Financial Documents required for the Procurement of Courier Services FY 2023.</p> <p>Therefore, LBC Express Inc., which offered the Bid Price of Eight Million, Seven Hundred Eleven Thousand, Four Hundred Thirty Three Pesos and Ninety Two Centavos (Php 8,711,433.92), as against the ABC of Eleven Million Seven Hundred Thirty Nine Thousand Pesos (Php 11,739,000.00), was declared as the bidder having the Lowest Calculated Bid for the Procurement of Courier Services FY 2023.</p> <p>The BAC Secretariat will prepare the Draft Resolution for review and approval of the BAC.</p> <p>Since there will be new courier service provider, Atty. Perez requested LBC to submit, during Post Qualification, a Transitional Plan from Courier to Another Courier on how they will speedily implement the service during the implementation stage.</p> <p>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.</p>	Company Name	Bid Offer	Airspeed International Inc.	Php 9,111,850.00	LBC Express Inc.	Php 8,711,433.92
Company Name	Bid Offer						
Airspeed International Inc.	Php 9,111,850.00						
LBC Express Inc.	Php 8,711,433.92						
Meeting Ended:	Having no other matters for discussion regarding this project, this part of the meeting was adjourned at 11:00 AM .						

Certification:	We certify that the foregoing is a true account of the meeting
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	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:	<p>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