



15 October 2022

MARIA JESUSITA P. SANTOS

Authorized Representative

Philcopy Corporation

793 JP Rizal Ave, Makati City

NOTICE OF AWARD

Dear Ms. Santos:

We are pleased to notify you that the project, Purchase of Toners for Various Photocopying Machines, is hereby awarded to your company, **PHILCOPY CORPORATION** via Direct Contracting with the contract price of Seven Hundred Fifty-Four Thousand Seven Hundred Forty Pesos (Php 754,740.00).

You are hereby required to formally enter into a contract with the herein procuring entity within ten (10) days from receipt of this notice.

Failure to enter into the said contract shall disqualify the bid of **PHILCOPY CORPORATION** and shall render this notice cancelled.

Very truly yours,

CAPTAIN EDGARDO G. DIAZ

Chairperson- Bids and Awards Committee

Approved:

CAPTAIN MANUEL ANTONIO L. TAMAYO

Acting Director General

Conforme:

MARIA JESUSITA P. SANTOS

Authorized Representative

Philcopy Corporation

793 JP Rizal Ave, Makati City

Date: *November 2, 2022*



BAC Resolution No. 2022-0823-028

SUBJECT: RECOMMENDING THE AWARD FOR THE PROJECT ENTITLED PURCHASE OF TONERS FOR VARIOUS PHOTOCOPYING MACHINE

WHEREAS, the project, **Purchase of Toner for Various Photocopying Machine**, an ADMS project was forwarded to the Bids and Awards Committee-Bravo of the Civil Aviation Authority of the Philippines (CAAP-BAC-Bravo) for its procurement. The project has an approved budget amounting to **Seven Hundred Fifty-Four Thousand Seven Hundred Forty Pesos (Php 754,740.00)**. A copy of the Certificate of Budget Allocation (CBA MOOE) No. 22-03-0148 dated 01 March 2022 is herein attached and made an integral part of this Resolution as *Annex "A"*;

WHEREAS, during the BAC Bravo meeting on 06 April 2022, the Committee resolved that the mode of procurement of the project, **Purchase of Toner for Various Photocopying Machine**, be Direct Contracting. Copy of the Minutes of the Meeting are hereto attached as *Annexes "B"*;

WHEREAS, a Notice for Direct Contracting dated 31 May 2022 was posted in the PhilGeps, CAAP Website and other conspicuous place. A copy of said Notice and PhilGeps posting is hereto attached as *Annex "C"*;

WHEREAS, the Opening of Bids was held on 17 June 2022, at the CAAP Conference Room, Civil Aviation Authority of the Philippines, MIA Road, Pasay City and via Google Meet Video Conference. Bidder, Philcopy Corporation submitted its bid for the project and the following result was noted. Copy of the Minutes of Meeting and Bidding Checklist hereto attached as *Annexes "D" & "E", respectively*;

<i>Bidder</i>	<i>Bid Amount</i>	<i>Remarks</i>
Philcopy Corporation	Php 754,740	Passed

WHEREAS, the Bids and Awards Committee was reconstituted on 23 August 2022 (Authority Order No. 176-2022) for procurement activities requirements of CAAP Central Office. A copy of the Authority Order No. 176-2022 is hereto attached as *Annex "F"*;

WHEREAS, the Bids and Awards Committee Technical Working Group (BAC-TWG) issued its Bid Evaluation Report dated 21 June 2022 and presented to the BAC on 15 September 2022 where it is indicated that the tendered bid proposal of Philcopy Corporation to undergo Post Qualification to determine whether the bidder complies with and is responsive to all the technical requirements and other conditions as specified in the bidding documents. Copies of said Report and Minutes of Meeting are hereto attached as *Annexes "G" & "H"*, respectively;

WHEREAS, the Committee issued a letter to Philcopy Corporation dated 16 September 2022 requiring the same to submit the necessary additional requirements for post-qualification was sent to the bidder. A copy of the said letter is hereto attached as *Annex "I"*;

WHEREAS, the BAC TWG issued its Post-Qualification Report dated 03 October 2022 and presented to the BAC on 04 October 2022, wherein the BAC TWG recommends the awarding of the contract to Philcopy Corporation for being evaluated as the Single Calculated Responsive Bid (SCRB). Copies of said Report and Minutes of Meeting are hereto attached as *Annexes "J" & "K"*, respectively;

WHEREAS, Section 37.1.1 of 2016 IRR of RA 9184 provides that: *The BAC shall recommend to the HoPE the award of contract to the bidder with the LCRB, HRRB, SCRБ, or SRRB after the post-qualification process has been completed.*;

NOW THEREFORE, premises considered, the CAAP-BAC RESOLVES, as it is hereby RESOLVED to recommend the APPROVAL and AWARD of the project, PURCHASE OF TONERS FOR VARIOUS PHOTOCOPYING MACHINES to PHILCOPY CORPORATION in the total amount of Seven Hundred Fifty- Four Thousand Seven Hundred Forty Pesos (Php 754,740.00);

IN WITNESS WHEREOF, the CAAP-BAC hereby signs this Resolution No. 2022-0823-028 this 11th day of October 2022 at the Civil Aviation Authority of the Philippines, Pasay City, Metro Manila.


CAPTAIN EDGARDO G. DIAZ
BAC- Chairperson




**ATTY. ROBERTO MARTIN S.
BUENAVENTURA**
Vice-Chairperson




ENGR. ARNOLD R. BALUCATING
Member



ENGR. ELMER E. GOMEZ
Member



ENGR. ARNEL F. BORLADO
Member



MS. AMNERIS G. GABRIEL
Member



EMERSON D. SALAS
End-User

Approved by:



CAPTAIN MANUEL ANTONIO L. TAMAYO
Acting Director General