



CCC Resolution No. 2024-031

**SUBJECT: PROCUREMENT OF 1-YEAR SERVICE LEVEL AGREEMENT (SLA) FOR THE CAAP DOCUMENT MANAGEMENT SYSTEM: ARCHIVE ONE.**

WHEREAS, Purchase Request/POW/CBA No. 24-01-130 dated 31 January 2024 for the Procurement of 1-Year Service Level Agreement (SLA) for the CAAP Document Management System: Archive One with a total budget of P400,000.00 was approved for procurement. Copy hereto attached and made an integral part of this Resolution as Annex A;

WHEREAS, on 08 April 2024, CAAP-CCC, agreed to bid this project through Negotiated Procurement, employing IRR-A Section 53.9 Small Value Procurement, *"Procurement of Goods, Infrastructure Projects and Consulting Services, where the amount involved does not exceed the threshold prescribed in Annex "H" of this IRR, Provided, That in case of Goods, the procurement does not fall under shopping in Section 52 of this IRR"*. Copy of the minutes hereto attached as Annex B;


WHEREAS, the Request for Quotation (RFQ) was first posted at a conspicuous place on the CAAP premises, CAAP, and PhilGeps website on 13 April 2024, no quotation was received by the CCC Secretariat. The project was re-posted on 21 May 2024, Copy of PhilGeps postings hereto attached as Annex C;

WHEREAS, Request for Quotation (RFQ) was sent to the following:

1. MICRODATA SYSTEMS AND MANAGEMENT, INC.;
2. U-BIX CORPORATION - MAKATI;
3. AG DATACOM PHILS, INC.;
4. AGD INFOTECH INC.; and
5. PAPERLESS TRAIL INC.;

WHEREAS, during the opening of the sealed RFQs held on 24 May 2024 at the CAAP, Procurement Division Office, only one (1) supplier submitted a quotation, as follows:

Supplier	Price Quotation
1. MICRODATA SYSTEMS AND MANAGEMENT, INC.	P399,910.00

WHEREAS, the end-user evaluation report submitted on 29 May 2024 disclosed that Microdata Systems and Management, Inc. complied with all CAAP requirements and specifications and is considered the single calculated and responsive quotation. Copy of the Evaluation hereto attached as Annex D; 

WHEREAS, Annex "H" of the Revised IRR of RA 9184, states, "*Award of Contract in favor of the supplier with the Lowest Calculated and Responsive Quotation.*"


NOW, THEREFORE, in consideration of the above premises, the CAAP-CCC RESOLVES, as it is hereby RESOLVED to recommend for APPROVAL of the Procurement of 1-Year Service Level Agreement (SLA) for the CAAP Document Management System: Archive One in the total amount of **THREE HUNDRED NINETY-NINE THOUSAND NINE HUNDRED TEN PESOS (P399,910.00)** only, and be AWARDED to Microdata Systems and Management, Inc., the offer of which was considered reasonable and advantageous to the Government;

IN WITNESS WHEREOF, the CAAP-CCC signed Resolution No. 2024-031 this 29th of May 2024 at the Civil Aviation Authority of the Philippines, Pasay City, Metro Manila.

  
ATTY. JOHN BEAU B. MASIGLAT  
Chairperson

  
MELINA C. REYES  
Vice-Chairperson

  
MARIA CRISTINA B. BALONON  
Regular Member

  
GEMB KAHMIL GARCIA-ANISCOL  
Regular Member

  
JOSE DENNIS S. AREVALO  
End-User

Approved by:

  
CAPTAIN MANUEL ANTONIO L. TAMAYO  
Director General