



# COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception, 1111 Cubao, Quezon City, Philippines

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## MINUTES OF MEETING

CDA Bids and Awards Committee (Head Office)

November 24, 2020, 10:11AM - 11:24AM

<b>TYPE OF MEETING</b>	<b>VIRTUAL OPENING OF BIDS</b>	
<b>PROJECT</b>	<b>(RE-BID) SUPPLY, DELIVERY AND INSTALLATION OF WIRELESS AUDIO SOLUTION FOR THE CDA HEAD OFFICE'S BOARD ROOM, CONFERENCE ROOM AND CDA REGIONAL OFFICES WITH CONTRACT NO. CDA-GOODS-2020-07</b>	
<b>APPROVED BUDGET FOR THE CONTRACT (ABC)</b>	<b>TWO MILLION FOUR HUNDRED THOUSAND PESOS (P2,400,000.00)</b>	
<b>ATTENDEES</b>	<b>BIDS AND AWARDS COMMITTEE</b>	
	1. Giovanni T. Platero 2. Atty. Elizabeth O. Batonan 3. Melissa C. Santos 4. Atty. Joanne N. Limpin 5. Monatao Honeya R. Alawi	Chairman, BAC Vice Chairman, BAC Member, BAC Member, BAC Member, BAC
	<b>BAC SECRETARIAT</b>	
	1. Atty. Jovilyn M. Gaffud-Marquez 2. Jonal A. De Los Reyes 3. Elmer A. Bajado 4. Ronaldo G. Rivera 5. Marygrace C. Jaquilmac 6. Romaine Niño A. Talucod 7. Ma. Antonette A. Pimentel	Member, BAC Secretariat Member, BAC Secretariat Member, BAC Secretariat Member, BAC Secretariat Member, BAC Secretariat Member, BAC Secretariat Member, BAC Secretariat
	<b>TECHNICAL WORKING GROUP</b>	
1. Romeo A. Concepcion 2. Atty. Lovely Mei Dela Cruz 3. Bonifacio D. Garcia 4. Carlito V. Buan 5. Doris D. Teodoro	Member, BAC TWG Member, BAC TWG Member, BAC TWG Member, BAC TWG Member, BAC TWG	
<b>OBSERVERS</b>		
1. Josefina Montoya	Representative from COA	
<b>NAME OF BIDDERS/ REPRESENTATIVES</b>	<b>Company</b>	
	<b>Representative</b>	
1. Audio 4 Design N Technology Corp.	Kevin M. Villanda	



<b>CALL TO ORDER</b>	<p>The Opening of Bids started at 10:11AM and was presided by the BAC Chairman. Thereafter, DED Platero instructed the BAC Secretariat to acknowledge the presence of the attendees and the bidders.</p> <p>After the declaration of a quorum by the BAC Secretariat, the BAC Chairman acknowledged the lone bidder from the <b>Audio 4 Design N Technology Corp.</b> for participating in the Opening of Bids.</p>
<b>SUBMISSION OF BID DOCUMENT BY THE BIDDERS</b>	<p>The BAC Secretariat informed the BAC Members that the <b>Audio 4 Design N Technology Corp.</b> has submitted its bid on November 24, 2020 at timestamp 9:18AM.</p>

## REVIEW OF ELIGIBILITY AND TECHNICAL COMPONENT

To start with, the BAC Chairman requested the bidder to provide the password of the zipped file for the Eligibility and Technical documents to Mr. Ronaldo G. Rivera, BAC Secretariat Administrator, for him to open the submitted documents. Thereafter, the Chairman then instructed the BAC Secretariat to access the submitted documents using the given passwords as follows:

1<sup>st</sup> Password for the Technical and Legal Documents - **a4dt**

2<sup>nd</sup> Password for the zipped folder - **a4dt**

When the Eligibility and Technical documents were finally accessed by Mr. Rivera, the BAC Chairman then instructed him to forward the same to the BAC Members and COA representative for them to review the submitted documents.

**a. Certificate of PhilGEPS Registration**

Name of Bidder	PhilGEPS Accreditation	
	Regular Membership	Platinum Membership
1. Audio 4 Design N Technology Corp.		√



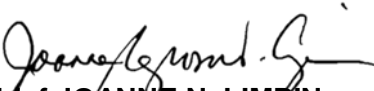

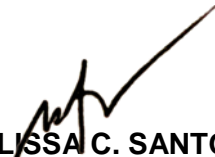
Since Audio 4 Design N Technology Corp. has submitted a **Platinum Membership** for its Certificate of PhilGEPS Registration, submission of the following documents was exempted:

1. Registration Documents from DTI, SEC and CDA;
2. Copy of Mayor's Permit for 2020;
3. Copy of Audited Financial Statement, stamped "received" by the BIR; and
4. Valid and current Tax Clearance.

Further, the above-mentioned requirements shall be readily available during the conduct of the **post-qualification** by the BAC Technical Working Group (TWG).

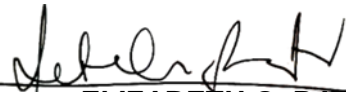
<b>b. Statement of largest completed contracts similar to the contract to be bid</b>	<b>Name of Bidder</b>		<b>Status of Compliance</b>		<b>Remarks</b>
			Compliant	Non-Compliant	
	1. Audio 4 Design N Technology Corp.		√		COMPLIED
<b>c. Statement of ongoing and awarded but not yet started contracts</b>	<b>Name of Bidder</b>		<b>Status of Compliance</b>		<b>Remarks</b>
			Compliant	Non-Compliant	
	1. Audio 4 Design N Technology Corp.		√		COMPLIED
<b>d. Bid Securing Declaration</b>	<b>Name of Bidder</b>		<b>Status of Compliance</b>		<b>Remarks</b>
			Compliant	Non-Compliant	
	1. Audio 4 Design N Technology Corp.		√		Notarization is in accordance with the Notarization Law
<b>e. Net Financing Contracting Capacity (NFCC)</b>	<b>Name of Bidder</b>		<b>Status of Compliance</b>		<b>Remarks</b>
			Compliant	Non-Compliant	
	1. Audio 4 Design N Technology Corp.		√ <b>Php39,511,320.00</b>		The NFCC is above the ABC
<b>f. Omnibus Sworn Statement</b>	<b>Name of Bidder</b>		<b>Status of Compliance</b>		<b>Remarks</b>
			Compliant	Non-Compliant	
	1. Audio 4 Design N Technology Corp.		√		Kevin M. Villanda is authorized to sign all documents related to the Project

<b>g. Conformity with the Delivery Schedule</b>	<table border="1"> <thead> <tr> <th data-bbox="523 365 916 501" rowspan="2">Name of Bidder</th> <th colspan="2" data-bbox="916 365 1241 432">Status of Compliance</th> <th data-bbox="1241 365 1490 501" rowspan="2">Remarks</th> </tr> <tr> <th data-bbox="916 432 1078 501">Compliant</th> <th data-bbox="1078 432 1241 501">Non-Compliant</th> </tr> </thead> <tbody> <tr> <td data-bbox="523 501 916 568">1. Audio 4 Design N Technology Corp.</td> <td data-bbox="916 501 1078 568" style="text-align: center;">√</td> <td data-bbox="1078 501 1241 568"></td> <td data-bbox="1241 501 1490 568">COMPLIED</td> </tr> </tbody> </table>			Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Audio 4 Design N Technology Corp.	√		COMPLIED
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<b>APPROVAL OF THE SUBMITTED ELIGIBILITY AND TECHNICAL REQUIREMENTS</b>	Upon motion by Atty. Joanne N. Limpin, jointly seconded by Chief Monatao Honeya R. Alawi, RESOLVED as it is hereby RESOLVED to pass the Eligibility and Technical Requirements of the <b>Audio 4 Design N Technology Corp.</b>												
<b>REVIEW OF FINANCIAL COMPONENT</b>													
The Chairman then again requested the bidder to provide in the chat box the password of zipped file for Financial Requirements in order for the BAC Secretariat to access the submitted documents. As such, the given password was <b>a4dt</b> .													
<b>a. Financial Bid</b>	<table border="1"> <thead> <tr> <th data-bbox="523 1691 852 1794" rowspan="2">Name of Bidder</th> <th colspan="2" data-bbox="852 1691 1270 1727">Status of Compliance</th> <th data-bbox="1270 1691 1490 1794" rowspan="2">Remarks</th> </tr> <tr> <th data-bbox="852 1727 1110 1794">Compliant</th> <th data-bbox="1110 1727 1270 1794">Non-Compliant</th> </tr> </thead> <tbody> <tr> <td data-bbox="523 1794 852 1933">1. Audio 4 Design N Technology Corp.</td> <td data-bbox="852 1794 1110 1933" style="text-align: center;">√ <b>Php2,373,500.00</b></td> <td data-bbox="1110 1794 1270 1933"></td> <td data-bbox="1270 1794 1490 1933"><b>declared as single calculated bidder</b></td> </tr> </tbody> </table>			Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Audio 4 Design N Technology Corp.	√ <b>Php2,373,500.00</b>		<b>declared as single calculated bidder</b>
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<b>DECLARATION OF LOWEST CALCULATE BIDDER</b>	<p>The <b>Audio 4 Design N Technology Corp.</b> has offered <b>TWO MILLION THREE HUNDRED SEVENTY-THREE THOUSAND FIVE HUNDRED PESOS (Php2,373,500.00)</b>, which is lower than the ABC.</p> <p>Upon motion by Atty. Elizabeth O. Batonan, duly seconded by Atty. Joanne N. Limpin, <b>RESOLVED</b> as it is hereby <b>RESOLVED</b> to declare <b>Audio 4 Design N Technology Corp.</b> as the <b>single calculated bidder</b>.</p> <p>Further, the BAC Members instructed the Technical Working Group to schedule the post-qualification activity.</p>
<b>ADJOURNMENT</b>	<p>Having no other matters for discussion, the meeting was adjourned at 11:24 AM.</p>
<b>CERTIFICATION</b>	<p>We certify that the foregoing is the true account of the Opening of Bids conducted on November 24, 2020.</p>
<b>PREPARED BY</b>	<p style="text-align: center;"></p> <p><b>MARYGRACE C. JAQUILMAC</b>  BAC Secretariat  Date: <u>November 24, 2020</u></p>
<b>CERTIFIED CORRECT</b>	<p style="text-align: center;"></p> <p><b>Chief JOVELYN GAFFUD-MARQUEZ</b>  Head, BAC Secretariat <i>JA</i></p>
<b>APPROVED</b>	<p style="text-align: center;"></p> <p><b>Chief JOANNE N. LIMPIN</b>  BAC Member</p> <p style="text-align: center;"></p> <p><b>Chief MONATAO HONEYA R. ALAWI</b>  BAC Member</p> <p style="text-align: center;"></p> <p><b>Chief MELISSA C. SANTOS</b>  BAC Member</p>

(Absent)

**Director MONALIZA P. ARRIBA-JUAREZ**  
BAC Member



**Director ELIZABETH O. BATONAN**  
BAC Vice-Chairman



**DED GIOVANNI T. PLATERO**  
BAC Chairman