



COOPERATIVE DEVELOPMENT AUTHORITY

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

http://www.cda.gov.ph helpdesk@cda.gov.ph CDA @CDAPhils PH Cooperatives



MINUTES OF MEETING

CDA Bids and Awards Committee (Central Office)

November 26, 2019, 2:00PM

CDA Conference Room (Ground Floor)

TYPE OF MEETING	OPENING OF BIDS																		
PROJECT	SUPPLY OF JANITORIAL SERVICES FOR CDA-CENTRAL OFFICE FOR CY 2020 IN THE AMOUNT OF P1,650,000.00																		
ATTENDEES	<p><u>BAC Members</u></p> <table border="0"> <tr> <td>1. DED Giovanni T. Platero</td> <td>BAC Chairman</td> </tr> <tr> <td>2. Director Pedro T. Defensor, Jr.</td> <td>BAC Member</td> </tr> <tr> <td>3. Chief Melissa C. Santos</td> <td>BAC Member</td> </tr> </table> <p><u>BAC Secretariat</u></p> <table border="0"> <tr> <td>1. Atty. Jovilyn Gaffud-Marquez</td> <td>Head, BAC Secretariat</td> </tr> <tr> <td>2. Mr. Jonal A. De Los Reyes</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>3. Mr. Elmer A. Bajado</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>4. Ms. Marygrace C. Jaquilmac</td> <td>Member, BAC Secretariat</td> </tr> </table> <p><u>Technical Working Group</u></p> <table border="0"> <tr> <td>1. Chief Doris D. Teodoro</td> <td>Member, TWG</td> </tr> <tr> <td>2. Mr. Julio E. Casilan, Jr.</td> <td>Member, TWG</td> </tr> </table>	1. DED Giovanni T. Platero	BAC Chairman	2. Director Pedro T. Defensor, Jr.	BAC Member	3. Chief Melissa C. Santos	BAC Member	1. Atty. Jovilyn Gaffud-Marquez	Head, BAC Secretariat	2. Mr. Jonal A. De Los Reyes	Member, BAC Secretariat	3. Mr. Elmer A. Bajado	Member, BAC Secretariat	4. Ms. Marygrace C. Jaquilmac	Member, BAC Secretariat	1. Chief Doris D. Teodoro	Member, TWG	2. Mr. Julio E. Casilan, Jr.	Member, TWG
1. DED Giovanni T. Platero	BAC Chairman																		
2. Director Pedro T. Defensor, Jr.	BAC Member																		
3. Chief Melissa C. Santos	BAC Member																		
1. Atty. Jovilyn Gaffud-Marquez	Head, BAC Secretariat																		
2. Mr. Jonal A. De Los Reyes	Member, BAC Secretariat																		
3. Mr. Elmer A. Bajado	Member, BAC Secretariat																		
4. Ms. Marygrace C. Jaquilmac	Member, BAC Secretariat																		
1. Chief Doris D. Teodoro	Member, TWG																		
2. Mr. Julio E. Casilan, Jr.	Member, TWG																		
NAME OF BIDDERS/ REPRESENTATIVES	<table border="0"> <thead> <tr> <th>Company</th> <th>Representative</th> </tr> </thead> <tbody> <tr> <td>1. The Perfect Cleaners</td> <td>Jordan Boy Bardos</td> </tr> <tr> <td>2. Ultimate Care Janitorial & Allied Services</td> <td>Rhodora C. Advincula</td> </tr> </tbody> </table>	Company	Representative	1. The Perfect Cleaners	Jordan Boy Bardos	2. Ultimate Care Janitorial & Allied Services	Rhodora C. Advincula												
Company	Representative																		
1. The Perfect Cleaners	Jordan Boy Bardos																		
2. Ultimate Care Janitorial & Allied Services	Rhodora C. Advincula																		
CALL TO ORDER	<p>The Opening of Bids was started at 2:49PM 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 presence of The Perfect Cleaners and Ultimate Care Janitorial & Allied Services for participating in the Opening of Bids.</p>																		
SUBMISSION OF BIDS BY RESPECTIVE BIDDERS	<p>The BAC Secretariat informed the BAC Members on the supplier's submission of bidding documents.</p> <table border="1"> <thead> <tr> <th>Name of Prospective Bidder</th> <th>Time of Submission</th> </tr> </thead> <tbody> <tr> <td>1. The Perfect Cleaners</td> <td>11:58 AM</td> </tr> <tr> <td>2. Ultimate Care Janitorial & Allied Services</td> <td>12:51 PM</td> </tr> </tbody> </table>	Name of Prospective Bidder	Time of Submission	1. The Perfect Cleaners	11:58 AM	2. Ultimate Care Janitorial & Allied Services	12:51 PM												
Name of Prospective Bidder	Time of Submission																		
1. The Perfect Cleaners	11:58 AM																		
2. Ultimate Care Janitorial & Allied Services	12:51 PM																		

Office of the Chairman : (02) 721-5325
: (02) 721-5324

Office of the Executive Director : (02) 725-6450
Officer of the Day : (02) 725-3764



Management System
Page 1 of 4
ISO 9001:2015



www.tuv.com
ID 9105070733

ELIGIBILITY AND TECHNICAL COMPONENT


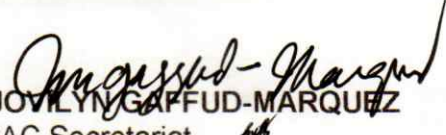
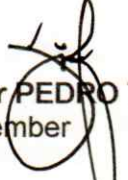

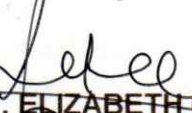

Upon review of the submitted documents by The Perfect Cleaners and Ultimate Care Janitorial & Allied Services, both bidders have passed the eligibility and technical requirements.

a. Registration Certificate from SEC, DTI or CDA	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. The Perfect Cleaners		√		PhilGEPS Platinum Certificate Holder
	2. Ultimate Care Janitorial & Allied Services		√		PhilGEPS Platinum Certificate Holder
b. Mayor's Permit	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. The Perfect Cleaners		√		PhilGEPS Platinum Certificate Holder
	2. Ultimate Care Janitorial & Allied Services		√		PhilGEPS Platinum Certificate Holder
c. Statement of largest completed contracts similar to the contract to be bid	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. The Perfect Cleaners		√		COMPLIED
	2. Ultimate Care Janitorial & Allied Services		√		COMPLIED
d. Statement of on-going and awarded but not yet started contracts	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. The Perfect Cleaners		√		COMPLIED
	2. Ultimate Care Janitorial & Allied Services		√		COMPLIED
e. Audited Financial Statement stamped "received" by BIR	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. The Perfect Cleaners		√		PhilGEPS Platinum Certificate Holder
	2. Ultimate Care Janitorial & Allied Services		√		PhilGEPS Platinum Certificate Holder

f. Valid and Current Tax Clearance	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1.	The Perfect Cleaners	√		PhilGEPS Platinum Certificate Holder
	2.	Ultimate Care Janitorial & Allied Services	√		PhilGEPS Platinum Certificate Holder
g. Net Financing Contracting Capacity (NFCC)	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1.	The Perfect Cleaners	√		COMPLIED Php6,603,524.00
	2.	Ultimate Care Janitorial & Allied Services	√		COMPLIED Php654,583,581.99
h. Bid Securing Declaration	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1.	The Perfect Cleaners	√		COMPLIED
	2.	Ultimate Care Janitorial & Allied Services	√		COMPLIED
i. Conformity with the Delivery Schedule	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1.	The Perfect Cleaners	√		COMPLIED
	2.	Ultimate Care Janitorial & Allied Services	√		COMPLIED
j. Conformity with Technical Specifications	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1.	The Perfect Cleaners	√		COMPLIED
	2.	Ultimate Care Janitorial & Allied Services	√		COMPLIED
k. Omnibus Sworn Statement	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1.	The Perfect Cleaners	√		COMPLIED
	2.	Ultimate Care Janitorial & Allied Services	√		COMPLIED

FINANCIAL COMPONENT

As unanimously agreed by the BAC Members, **The Perfect Cleaners** which offered **Php1,452,000.00** was declared as the **lowest calculated bidder**. Further, the BAC Members instructed the Technical Working Group to schedule the post-qualification activity.

a. Financial Bid	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Prospective Bidder</th> <th style="width: 25%;">Bid Offer</th> <th style="width: 25%;">Remarks</th> </tr> </thead> <tbody> <tr> <td>1. The Perfect Cleaners</td> <td>Php1,452,000.00</td> <td>Lowest calculated bidder</td> </tr> <tr> <td>2. Ultimate Care Janitorial & Allied Services</td> <td>Php1,470,951.00</td> <td></td> </tr> </tbody> </table>	Name of Prospective Bidder	Bid Offer	Remarks	1. The Perfect Cleaners	Php1,452,000.00	Lowest calculated bidder	2. Ultimate Care Janitorial & Allied Services	Php1,470,951.00	
Name of Prospective Bidder	Bid Offer	Remarks								
1. The Perfect Cleaners	Php1,452,000.00	Lowest calculated bidder								
2. Ultimate Care Janitorial & Allied Services	Php1,470,951.00									
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 3:32 PM.									
CERTIFICATION	We certify that the foregoing is the true account of the Opening of Bids conducted on November 26, 2019.									
PREPARED BY	 MARYGRACE C. JAQUILMAC BAC Secretariat Date: <u>November 26, 2019</u>									
CERTIFIED CORRECT	 ATTY. JOVILYN GAFFUD-MARQUEZ Head, BAC Secretariat									
APPROVED	 Director PEDRO T. DEFENSOR, JR. BAC Member  Chief, MELISSA C. SANTOS BAC Member ATTY. MONALIZA P. ARRIBA-JUAREZ BAC Member <i>(on official travel)</i>  ATTY. ELIZABETH O. BATONAN BAC Vice-Chairman  DED GIOVANNI T. PLATERO BAC Chairman									