



# COOPERATIVE DEVELOPMENT AUTHORITY

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

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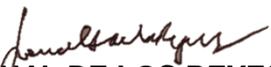
## MINUTES OF MEETING

CDA-Head Office Bids and Awards Committee (BAC)

August 10, 2021, 10:15AM – 12:05PM

<b>TYPE OF MEETING</b>	<b>VIRTUAL MEETING TO DISCUSS THE TWG REPORT ON THE POST-QUALIFICATION CONDUCTED ON AUGUST 2, 2021</b>																																							
<b>PROJECT</b>	<b>DEVELOPMENT, SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION AND DEPLOYMENT OF ELECTRONIC DOCUMENT TRACKING AND MANAGEMENT INFORMATION SYSTEM (EDTMIS) WITH CONTRACT NO. CDA-GOODS-2021-03</b>																																							
<b>ATTENDEES</b>	<table border="1"> <tr> <td><b>BIDS AND AWARDS COMMITTEE</b></td> <td></td> </tr> <tr> <td>1. Atty. Elizabeth O. Batonan</td> <td>Vice Chairperson, BAC</td> </tr> <tr> <td>2. Atty. Mona Liza P. Arriba-Juarez</td> <td>Member, BAC</td> </tr> <tr> <td>3. Atty. Joanne N. Limpin</td> <td>Member, BAC</td> </tr> <tr> <td>4. Chief Monatao Honeya R. Alawi</td> <td>Member, BAC</td> </tr> <tr> <td>5. Chief Melissa C. Santos</td> <td>Member, BAC</td> </tr> <tr> <td><b>BAC SECRETARIAT</b></td> <td></td> </tr> <tr> <td>1. Mr. Jonal A. De Los Reyes</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>2. Mr. Elmer A. Bajado</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>3. Ms. Marygrace C. Jaquilmac</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>4. Mr. Romaine Niño P. Talucod</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>5. Ms. Ma. Antonette A. Pimentel</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td><b>TECHNICAL WORKING GROUP</b></td> <td></td> </tr> <tr> <td>1. Mr. Bonifacio D. Garcia</td> <td>Member, BAC TWG</td> </tr> <tr> <td>2. Chief Doris D. Teodoro</td> <td>Member, BAC TWG</td> </tr> <tr> <td>3. Mr. Romeo A. Concepcion</td> <td>Member, BAC TWG</td> </tr> <tr> <td>4. Atty. James Fernandez</td> <td>Member, BAC TWG</td> </tr> <tr> <td>5. Ms. Vennice A. Porio</td> <td>Member, BAC TWG</td> </tr> <tr> <td>6. Mr. Julio E. Casilan, Jr.</td> <td>Member, BAC TWG</td> </tr> </table>		<b>BIDS AND AWARDS COMMITTEE</b>		1. Atty. Elizabeth O. Batonan	Vice Chairperson, BAC	2. Atty. Mona Liza P. Arriba-Juarez	Member, BAC	3. Atty. Joanne N. Limpin	Member, BAC	4. Chief Monatao Honeya R. Alawi	Member, BAC	5. Chief Melissa C. Santos	Member, BAC	<b>BAC SECRETARIAT</b>		1. Mr. Jonal A. De Los Reyes	Member, BAC Secretariat	2. Mr. Elmer A. Bajado	Member, BAC Secretariat	3. Ms. Marygrace C. Jaquilmac	Member, BAC Secretariat	4. Mr. Romaine Niño P. Talucod	Member, BAC Secretariat	5. Ms. Ma. Antonette A. Pimentel	Member, BAC Secretariat	<b>TECHNICAL WORKING GROUP</b>		1. Mr. Bonifacio D. Garcia	Member, BAC TWG	2. Chief Doris D. Teodoro	Member, BAC TWG	3. Mr. Romeo A. Concepcion	Member, BAC TWG	4. Atty. James Fernandez	Member, BAC TWG	5. Ms. Vennice A. Porio	Member, BAC TWG	6. Mr. Julio E. Casilan, Jr.	Member, BAC TWG
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<b>CALL TO ORDER</b>	<p>The meeting started at 10:15 in the morning and was presided by the BAC Vice Chairperson, Atty. Elizabeth O. Batonan. Thereafter, she instructed the BAC Secretariat to acknowledge the presence of the attendees.</p> <p>After the confirmation of a quorum by the BAC Secretariat, the BAC Vice Chairperson proceeded with the meeting proper.</p>																																							
<b>PRESENTATION OF THE TWG REPORT ON THE POST-QUALIFICATION CONDUCTED</b>	<p>Ms. Vennice A. Porio, member of the BAC-Technical Working Group (TWG) presented the TWG report on the post-qualification conducted last <b>August 2, 2021</b>.</p> <p>Following the provisions of Section 34, Rule X of the Revised IRR of RA 9184 and upon verification of the submitted documents, the TWG found that the submitted Similar Largest Completed Contract (SLCC) of the MYBUSYBEE INC. was found to be NOT SIMILAR in nature, based on the requirement specified under Section 5.3, ITB Clause of the Bid Data Sheet, and that the amount of contract was below fifty percent (50%) of the ABC to be bid.</p>																																							



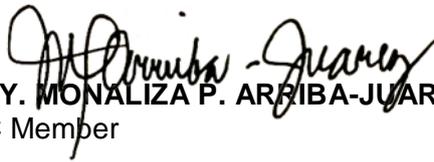
<b>RECOMMENDATION /DECISION OF THE BAC MEMBERS ON THE TWG REPORT</b>	<p>Upon motion by Atty. Mona Liza P. Arriba-Juarez, jointly seconded by Chief Monatao Honeya R. Alawi, the BAC declared the MYBUSYBEE INC. as <b>NON RESPONSIVE/ DISQUALIFIED</b> for failure to comply with the technical requirement, pursuant to Section 23.4.1.3 of the 2016 Revised IRR of RA 9184, that the bidder shall have an SLCC that is similar to the Project, and whose value, adjusted to current prices using the PSA's CPI, must be equivalent to at least fifty percent (50%) of the ABC to be bid.</p> <p>Likewise, pursuant to Section 35 of the 2016 Revised IRR of RA 9184, a failure of bidding was declared for the Project, DEVELOPMENT, SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION AND DEPLOYMENT OF ELECTRONIC DOCUMENT TRACKING AND MANAGEMENT INFORMATION SYSTEM (EDTMIS) WITH CONTRACT NO. CDA-GOODS-2021-03, due to the aforementioned results of post-qualification.</p> <p>A Re-Bidding process will be immediately conducted.</p>
<b>INSTRUCTIONS OF THE BAC</b>	<p>The BAC instructed the MIS Unit/end-user to undertake the following:</p> <ol style="list-style-type: none"> <li>1. Review the technical requirements on the SLCC, particularly on the nature of the projects which can be considered as similar projects; and</li> <li>2. Mandatory review and evaluation of the terms, conditions, and specifications in the Bidding Documents, including its cost estimates</li> </ol>
<b>ADJOURNMENT</b>	<p>Having no other matters for discussion, the meeting was adjourned at 12:05PM</p>
<b>CERTIFICATION</b>	<p>We certify that the foregoing is the true account of the meeting conducted on <b>August 10, 2021</b>.</p>
<b>PREPARED BY</b>	<p style="text-align: center;"></p> <p style="text-align: center;"><b>MARYGRACE C. JAQUILMAC</b> BAC Secretariat Date: <b>August 10, 2021</b></p>
<b>CERTIFIED CORRECT</b>	<p style="text-align: center;"></p> <p style="text-align: center;"><b>JONAL DE LOS REYES</b> BAC Secretariat</p>
<b>APPROVED</b>	<p style="text-align: center;"></p> <p style="text-align: center;"><b>ATTY. JOANNE N. LIMPIN</b> BAC Member</p>



**Chief MONATAO HONEYA R. ALAWI**  
BAC Member



**Chief MELISSA C. SANTOS**  
BAC Member



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



**ATTY. ELIZABETH O. BATONAN**  
BAC Vice-Chairperson  
Presiding

***Not Present***  
**DED GIOVANNI T. PLATERO**  
BAC Chairman