



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 – Head Office Bids and Awards Committee (BAC)

September 14, 2021 at 10:09AM to 12:13PM

Via Google Meet

TYPE OF MEETING	VIRTUAL OPENING OF BIDS (RE-BID)																																							
PROJECT	REBID - DEVELOPMENT, SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION AND DEPLOYMENT OF ELECTRONIC DOCUMENT TRACKING AND MANAGEMENT INFORMATION SYSTEM (EDTMIS) WITH CONTRACT NO. CDA-GOODS-2021-04																																							
APPROVED BUDGET FOR THE CONTRACT (ABC)	SIXTEEN MILLION PESOS (P16,000,000.00)																																							
ATTENDEES	<table border="1"> <tr> <td>BIDS AND AWARDS COMMITTEE</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>BAC SECRETARIAT</td> <td></td> </tr> <tr> <td>1. Atty. Jovilyn M. 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. Mr. Ronaldo G. Rivera</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>5. Ms. Marygrace C. Jaquilmac</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>6. Ms. Ma. Antonette A. Pimentel</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>7. Mr. Romaine Niño P. Talucod</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>TECHNICAL WORKING GROUP</td> <td></td> </tr> <tr> <td>1. Mr. Carlito V. Buan</td> <td>Member, BAC TWG</td> </tr> <tr> <td>2. Mr. Bonifacio D. Garcia</td> <td>Member, BAC TWG</td> </tr> <tr> <td>OBSERVER</td> <td></td> </tr> <tr> <td>1. Mr. Amado Ablao</td> <td>Resident Auditor, Commission on Audit</td> </tr> </table>		BIDS AND AWARDS COMMITTEE		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	BAC SECRETARIAT		1. Atty. Jovilyn M. Gaffud-Marquez	Head, BAC Secretariat	2. Mr. Jonal A. De Los Reyes	Member, BAC Secretariat	3. Mr. Elmer A. Bajado	Member, BAC Secretariat	4. Mr. Ronaldo G. Rivera	Member, BAC Secretariat	5. Ms. Marygrace C. Jaquilmac	Member, BAC Secretariat	6. Ms. Ma. Antonette A. Pimentel	Member, BAC Secretariat	7. Mr. Romaine Niño P. Talucod	Member, BAC Secretariat	TECHNICAL WORKING GROUP		1. Mr. Carlito V. Buan	Member, BAC TWG	2. Mr. Bonifacio D. Garcia	Member, BAC TWG	OBSERVER		1. Mr. Amado Ablao	Resident Auditor, Commission on Audit
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CALL TO ORDER	The Opening of Bids started at 10:09AM and was presided by the BAC Vice Chairperson, Atty. Elizabeth O. Batonan. Thereafter, she																																							



	<p>instructed the BAC Secretariat to acknowledge the presence of all the attendees.</p> <p>After the declaration of quorum by the BAC Secretariat, Atty. Batonan acknowledged and thanked all the bidders for participating in the Opening of Bids.</p> <p>She also discussed the Agency's compliance to invite observers from the Commission on Audit, Philippine Chamber of Commerce & Industry and Natcco. Likewise, an invitation was also sent to the CDA Board of Directors and end-user to be among the observers during the conduct of the said activity.</p>															
<p>SUBMISSION OF BID DOCUMENT BY THE BIDDERS</p>	<p>Atty. Batonan explained that the sequence for the Opening of Bids will be based on the time stamp submission of Bids, a first-come first serve basis.</p> <p>Further, the BAC Secretariat informed the Members of the BAC on the sequence of submission by the following bidders, to wit:</p> <table border="1" data-bbox="528 965 1444 1276"> <thead> <tr> <th data-bbox="528 965 963 1025">Name of Bidder</th> <th data-bbox="963 965 1246 1025">Date</th> <th data-bbox="1246 965 1444 1025">Time of Submission</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 1025 963 1086">1. Tiixa Philippines, Inc.</td> <td data-bbox="963 1025 1246 1086">September 13, 2021</td> <td data-bbox="1246 1025 1444 1086">6:11PM</td> </tr> <tr> <td data-bbox="528 1086 963 1146">2. REDCAT Workers Service Cooperative</td> <td data-bbox="963 1086 1246 1146">September 13, 2021</td> <td data-bbox="1246 1086 1444 1146">9:33PM</td> </tr> <tr> <td data-bbox="528 1146 963 1207">3. Microgenesis Business Systems</td> <td data-bbox="963 1146 1246 1207">September 14, 2021</td> <td data-bbox="1246 1146 1444 1207">2:07AM</td> </tr> <tr> <td data-bbox="528 1207 963 1276">4. MYBUSYBEE INC.</td> <td data-bbox="963 1207 1246 1276">September 14, 2021</td> <td data-bbox="1246 1207 1444 1276">8:50AM</td> </tr> </tbody> </table>	Name of Bidder	Date	Time of Submission	1. Tiixa Philippines, Inc.	September 13, 2021	6:11PM	2. REDCAT Workers Service Cooperative	September 13, 2021	9:33PM	3. Microgenesis Business Systems	September 14, 2021	2:07AM	4. MYBUSYBEE INC.	September 14, 2021	8:50AM
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A. REVIEW OF ELIGIBILITY AND TECHNICAL COMPONENT

Based on record, the **Tiixa Philippines, Inc.** was first to submit its bid via official email of the BAC Secretariat, their Legal and Technical documents shall first to be evaluated.

In conformity with BAC guidelines, Mr. Rivera, the designated BAC Administrator on electronic submission, requested the bidder to provide in the chat box the password of the zipped file for the Eligibility and Technical documents, as well as the password for the PDF file, in order for him to access and open the submitted requirements.

Mr. Rivera has successfully opened the submitted documents using the following passwords provided by the bidder:

Name of Bidder	Password for the Legal and Technical Requirements	Password for the PDF file
1. Tiixa Philippines, Inc.	T14x4_d1r_t3ch	T14x4_t3ch

The same process was given to the **REDCAT Workers Service Cooperative**. Mr. Rivera was able to access the submitted documents using the given passwords as follows:

Name of Bidder	Password for the Legal and Technical Requirements	Password for the PDF file
2. REDCAT Workers Service Cooperative	Redcat2020!	Redcat777!

Likewise, same process was given to the **Microgenesis Business Systems**. Mr. Rivera was able to access the submitted documents using the given passwords as follows:

Name of Bidder	Password for the Legal and Technical Requirements	Password for the PDF file
3. Microgenesis Business Systems	MBSZIPLEGAL&TECH09142021	MBSPDFLEGAL&TECH09142021

For the **MYBUSYBEE INC.**, the BAC Vice Chairperson then instructed Mr. Rivera to access the submitted documents using the given passwords as follows:

Name of Bidder	Password for the Legal and Technical Requirements	Password for the PDF file
4. MYBUSYBEE INC.	BUSYBEE0914M	BUSYBEE0914T

a. Certificate of PhilGEPS Registration

Name of Bidder	Status of Compliance		Remarks
	Compliant	Non-Compliant	
1. Tiixa Philippines, Inc.	√		PhilGEPS Platinum Certificate Holder
2. REDCAT Workers Service Cooperative	√		PhilGEPS Registered/CDA Registration Cert.
3. MYBUSYBEE INC.	√		PhilGEPS Platinum Certificate Holder
4. Microgenesis Business Systems	√		PhilGEPS Platinum Certificate Holder

Since the bidders have submitted their **Certificate of PhilGEPS Registration (Platinum Membership)**, the BAC will not be requiring the bidders to present the following documents during the Opening of Bids, to wit:

1. Registration Documents from DTI, SEC and CDA;
2. Copy of Mayor's Permit for 2021 and
3. Valid and Current Tax Clearance.

	Further, it was explained that the following documents shall be submitted by the bidder with the Lowest Calculated Bid during the post-qualification.			
b. Statement of On-Going and Awarded But Not Yet Started Contracts	Name of Bidder		Status of Compliance	Remarks
			Compliant Non-Compliant	
	1. Tiixa Philippines, Inc.		√	COMPLIED
	2. REDCAT Workers Service Cooperative		√	COMPLIED
	3. Microgenesis Business Systems		√	COMPLIED
4. MYBUSYBEE INC.		√	COMPLIED	
c. Statement of Single Largest Completed Contracts Similar to the Contract to be Bid	Name of Bidder		Status of Compliance	Remarks
			Compliant Non-Compliant	
	1. Tiixa Philippines, Inc.		√	COMPLIED
	2. REDCAT Workers Service Cooperative		√	COMPLIED
	3. Microgenesis Business Systems		√	COMPLIED
4. MYBUSYBEE INC.		√	COMPLIED	
d. Bid Securing Declaration	Name of Bidder		Status of Compliance	Remarks
			Compliant Non-Compliant	
	1. Tiixa Philippines, Inc.		√	Notarized Bid Securing Declaration
	2. REDCAT Workers Service Cooperative		√	Notarized Bid Securing Declaration
	3. Microgenesis Business Systems		√	Notarized Bid Securing Declaration
4. MYBUSYBEE INC.		√	Notarized Bid Securing Declaration	

e. Conformity with the Schedule of Requirements	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Tiixa Philippines, Inc.		√		Conformed with the prescribed form
	2. REDCAT Workers Service Cooperative		√		Conformed with the prescribed form
	3. Microgenesis Business Systems		√		Conformed with the prescribed form
4. MYBUSYBEE INC.		√		Conformed with the prescribed form	
f. Conformity with Technical Specifications	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Tiixa Philippines, Inc.		√		COMPLIED
	2. REDCAT Workers Service Cooperative		√		COMPLIED
	3. Microgenesis Business Systems		√		COMPLIED
4. MYBUSYBEE INC.		√		COMPLIED	
g. Omnibus Sworn Statement	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Tiixa Philippines, Inc.		√		Richard Pangilinan is the authorized representative who will sign all the documents related to the Project
2. REDCAT Workers Service Cooperative		√		Margaret Abao Flores is the authorized representative who will sign all the documents related to the Project	

	3. Microgenesis Business Systems	√		Ella May M. Tecson is the authorized representative who will sign all the documents related to the Project																						
	4. MYBUSYBEE INC.	√		Rico M. Hernandez is the authorized representative who will sign all the documents related to the Project																						
h. Audited Financial Statement	<table border="1"> <thead> <tr> <th data-bbox="528 904 876 1010" rowspan="2">Name of Bidder</th> <th colspan="2" data-bbox="876 904 1219 943">Status of Compliance</th> <th data-bbox="1219 904 1445 943" rowspan="2">Remarks</th> </tr> <tr> <th data-bbox="876 943 1046 1003">Compliant</th> <th data-bbox="1046 943 1219 1003">Non-Compliant</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 1010 876 1077">1. Tiixa Philippines, Inc.</td> <td data-bbox="876 1010 1046 1077">√</td> <td data-bbox="1046 1010 1219 1077"></td> <td data-bbox="1219 1010 1445 1077">COMPLIED</td> </tr> <tr> <td data-bbox="528 1077 876 1178">2. REDCAT Workers Service Cooperative</td> <td data-bbox="876 1077 1046 1178">√</td> <td data-bbox="1046 1077 1219 1178"></td> <td data-bbox="1219 1077 1445 1178">COMPLIED</td> </tr> <tr> <td data-bbox="528 1178 876 1245">3. Microgenesis Business Systems</td> <td data-bbox="876 1178 1046 1245">√</td> <td data-bbox="1046 1178 1219 1245"></td> <td data-bbox="1219 1178 1445 1245">COMPLIED</td> </tr> <tr> <td data-bbox="528 1245 876 1312">4. MYBUSYBEE INC.</td> <td data-bbox="876 1245 1046 1312">√</td> <td data-bbox="1046 1245 1219 1312"></td> <td data-bbox="1219 1245 1445 1312">COMPLIED</td> </tr> </tbody> </table>				Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Tiixa Philippines, Inc.	√		COMPLIED	2. REDCAT Workers Service Cooperative	√		COMPLIED	3. Microgenesis Business Systems	√		COMPLIED	4. MYBUSYBEE INC.	√		COMPLIED
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i. Net Financing Contracting Capacity (NFCC)	<table border="1"> <thead> <tr> <th data-bbox="528 1397 855 1487" rowspan="2">Name of Bidder</th> <th colspan="2" data-bbox="855 1397 1235 1435">Status of Compliance</th> <th data-bbox="1235 1397 1445 1435" rowspan="2">Remarks</th> </tr> <tr> <th data-bbox="855 1435 1083 1487">Compliant</th> <th data-bbox="1083 1435 1235 1487">Non-Compliant</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 1487 855 1588">1. Tiixa Philippines, Inc.</td> <td data-bbox="855 1487 1083 1588">√ Php 491,908,035.00</td> <td data-bbox="1083 1487 1235 1588"></td> <td data-bbox="1235 1487 1445 1588">NFCC is over and above the ABC</td> </tr> <tr> <td data-bbox="528 1588 855 1688">2. REDCAT Workers Service Cooperative</td> <td data-bbox="855 1588 1083 1688">√ Php 68,480,358.41</td> <td data-bbox="1083 1588 1235 1688"></td> <td data-bbox="1235 1588 1445 1688">NFCC is over and above the ABC</td> </tr> <tr> <td data-bbox="528 1688 855 1800">3. Microgenesis Business Systems</td> <td data-bbox="855 1688 1083 1800">√ Php 2,126,749,254.21</td> <td data-bbox="1083 1688 1235 1800"></td> <td data-bbox="1235 1688 1445 1800">NFCC is over and above the ABC</td> </tr> <tr> <td data-bbox="528 1800 855 1919">4. MYBUSYBEE INC.</td> <td data-bbox="855 1800 1083 1919">√ Php 126,803,710.00</td> <td data-bbox="1083 1800 1235 1919"></td> <td data-bbox="1235 1800 1445 1919">NFCC is over and above the ABC</td> </tr> </tbody> </table>				Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Tiixa Philippines, Inc.	√ Php 491,908,035.00		NFCC is over and above the ABC	2. REDCAT Workers Service Cooperative	√ Php 68,480,358.41		NFCC is over and above the ABC	3. Microgenesis Business Systems	√ Php 2,126,749,254.21		NFCC is over and above the ABC	4. MYBUSYBEE INC.	√ Php 126,803,710.00		NFCC is over and above the ABC
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APPROVAL OF THE SUBMITTED ELIGIBILITY AND TECHNICAL REQUIREMENTS

The BAC unanimously declared the Tiaxa Philippines, Inc., REDCAT Workers Service Cooperative, Microgenesis Business Systems and MYBUSYBEE INC., as eligible in their submitted Technical and Legal Requirements, thus, they are all qualified to participate in the opening of their financial documents.

B. REVIEW OF FINANCIAL COMPONENT

The BAC Vice Chairperson then again requested the first bidder, **Tiaxa Philippines, Inc.** to provide in the chat box the passwords of the Financial Folder and the PDF file. The following passwords were used to access the financial requirements, to wit:

Name of Bidder	Password for the Financial Envelope	Password for the PDF file
1. Tiaxa Philippines, Inc.	T14x4_d1r_f1n	T14x4_f1n

The same process was given to the **REDCAT Workers Service Cooperative**. Mr. Rivera was able to access the submitted Financial documents using the given passwords as follows:


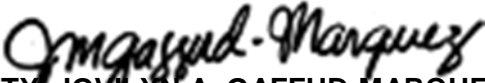
Name of Bidder	Password for the Financial Envelope	Password for the PDF file
2. REDCAT Workers Service Cooperative	Redcat2021!	Redcat777!!

Likewise, same process was given to the **Microgenesis Business Systems**. Mr. Rivera was able to access the submitted Financial documents using the given passwords as follows:

Name of Bidder	Password for the Financial Envelope	Password for the PDF file
3. Microgenesis Software, Inc.	MBSZIPFINANCIAL09142021	MBSPDFFINANCIAL09142021

Finally, for the **MYBUSYBEE INC**, Mr. Rivera was able to access the submitted Financial documents using the given passwords as follows:

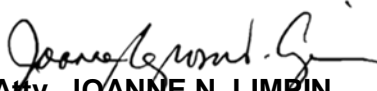
Name of Bidder	Password for the Financial Envelope	Password for the PDF file
4. MYBUSYBEE INC.	BUSYBEE0914MF	BUSYBEE0914F

<p>a. Financial Bid</p>	<table border="1"> <thead> <tr> <th data-bbox="528 360 874 394">Name of Bidder</th> <th data-bbox="874 360 1161 394">Bid Offer</th> <th data-bbox="1161 360 1457 394">Remarks</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 394 874 495">1. Tiaxa Philippines, Inc.</td> <td data-bbox="874 394 1161 495">Php14,795,000.00</td> <td data-bbox="1161 394 1457 495">3</td> </tr> <tr> <td data-bbox="528 495 874 629">2. REDCAT Workers Service Cooperative</td> <td data-bbox="874 495 1161 629">Php12,770,000.00</td> <td data-bbox="1161 495 1457 629">1 Declared as the Lowest Calculated Bidder</td> </tr> <tr> <td data-bbox="528 629 874 696">3. Microgenesis Business Systems</td> <td data-bbox="874 629 1161 696">Php12,884,670.00</td> <td data-bbox="1161 629 1457 696">2</td> </tr> <tr> <td data-bbox="528 696 874 763">4. MYBUSYBEE INC.</td> <td data-bbox="874 696 1161 763">Php15,444,000.00</td> <td data-bbox="1161 696 1457 763">4</td> </tr> </tbody> </table>	Name of Bidder	Bid Offer	Remarks	1. Tiaxa Philippines, Inc.	Php14,795,000.00	3	2. REDCAT Workers Service Cooperative	Php12,770,000.00	1 Declared as the Lowest Calculated Bidder	3. Microgenesis Business Systems	Php12,884,670.00	2	4. MYBUSYBEE INC.	Php15,444,000.00	4
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<p>DECLARATION OF THE LOWEST BIDDER</p>	<p>Atty. Batonan requested the BAC secretariat to flash in the screen the Bid as Read Form to show to the Bidders their rankings and will be subject for Bid evaluation.</p> <p>Upon motion by Atty. Mona Liza P. Arriba-Juarez, jointly seconded by Chief Monatao Honeya R. Alawi, RESOLVED as it is hereby RESOLVED to declare the REDCAT Workers Service Cooperative with bid offer amounting to TWELVE MILLION SEVEN HUNDRED SEVENTY THOUSAND PESOS (Php12,770,000.00), as the LOWEST BIDDER for the Project.</p>															
<p>ADJOURNMENT</p>	<p>Having no other matters for discussion and upon motion by Atty. Mona Liza P. Arriba-Juarez, duly seconded by Atty. Joanne N. Limpin, the meeting was adjourned at 12:13 PM.</p> <p>As agreed by the BAC, the Bid Evaluation shall start at 1:30PM using the same link.</p>															
<p>CERTIFICATION</p>	<p>We certify that the foregoing is the true account of the Opening of Bids and Bid Evaluation conducted on September 14, 2021.</p>															
<p>PREPARED BY</p>	<p style="text-align: center;">  MARYGRACE C. JAQUILMAC BAC Secretariat Date: September 14, 2021 </p>															
<p>CERTIFIED CORRECT</p>	<p style="text-align: center;">  ATTY. JOVELYN A. GAFFUD-MARQUEZ Head, BAC Secretariat <i>JM</i> </p>															

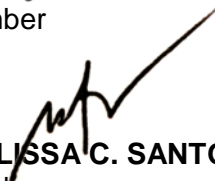
APPROVED



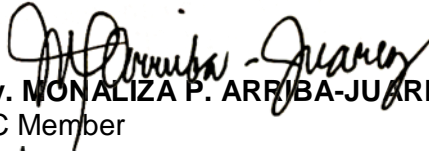
Chief MONATAO HONEYA R. ALAWI
BAC Member



Atty. JOANNE N. LIMPIN
BAC Member



Chief MELISSA C. SANTOS
BAC Member



Atty. MONALIZA P. ARRIBA-JUAREZ
BAC Member



Atty. ELIZABETH O. BATONAN
BAC Vice-Chairperson

Not Present
Dir. GIOVANNI T. PLATERO
BAC Chairperson