



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 (BAC) - Head Office

May 24, 2022 at 10:11AM to 11:36AM

Via Google Meet

TYPE OF MEETING	VIRTUAL OPENING OF BIDS																																											
PROJECT	SUPPLY AND DELIVERY OF BRAND-NEW MOTOR VEHICLES FOR THE COOPERATIVE DEVELOPMENT AUTHORITY (CDA) WITH CONTRACT NO. CDA-2022-02																																											
AMOUNT OF BUDGET FOR THE CONTRACT (ABC)	THIRTEEN MILLION NINE HUNDRED THOUSAND PESOS (Php13,900,000.00)																																											
ATTENDEES	<table border="1"> <tr> <td colspan="2">BIDS AND AWARDS COMMITTEE</td> </tr> <tr> <td>1. Atty. Elizabeth O. Batonan</td> <td>Vice Chairperson, BAC</td> </tr> <tr> <td>2. Atty. Mona Liza A. Juarez</td> <td>Member, BAC</td> </tr> <tr> <td>3. Acting Director Monatao Honeya R. Alawi</td> <td>Member, BAC</td> </tr> <tr> <td>4. Chief Melissa C. Santos</td> <td>Member, BAC</td> </tr> <tr> <td colspan="2">BAC SECRETARIAT</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. Mr. Ronaldo G. Rivera</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>4. Ms. Marygrace C. Jaquilmac</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>5. Ms. Ma. Antonette A. Pimentel</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td colspan="2">TECHNICAL WORKING GROUP</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>3. Mr. Romeo A. Concepcion</td> <td>Member, BAC TWG</td> </tr> <tr> <td>4. Mr. Julio E. Casilan, Jr.</td> <td>Member, BAC TWG</td> </tr> <tr> <td>5. Ms. Doris D. Teodoro</td> <td>Member, BAC TWG</td> </tr> <tr> <td>6. Mr. Eddie D. Damaso</td> <td>Member, BAC TWG</td> </tr> <tr> <td colspan="2">OBSERVER</td> </tr> <tr> <td>1. Mr. Amado Ablao</td> <td>Representative from Commission on Audit</td> </tr> <tr> <td>2. Atty. Leah Banagui-Han</td> <td>Deputy Administrator, Legal Affairs Service</td> </tr> </table>		BIDS AND AWARDS COMMITTEE		1. Atty. Elizabeth O. Batonan	Vice Chairperson, BAC	2. Atty. Mona Liza A. Juarez	Member, BAC	3. Acting Director Monatao Honeya R. Alawi	Member, BAC	4. Chief Melissa C. Santos	Member, BAC	BAC SECRETARIAT		1. Mr. Jonal A. De Los Reyes	Member, BAC Secretariat	2. Mr. Elmer A. Bajado	Member, BAC Secretariat	3. Mr. Ronaldo G. Rivera	Member, BAC Secretariat	4. Ms. Marygrace C. Jaquilmac	Member, BAC Secretariat	5. Ms. Ma. Antonette A. Pimentel	Member, BAC Secretariat	TECHNICAL WORKING GROUP		1. Mr. Carlito V. Buan	Member, BAC TWG	2. Mr. Bonifacio D. Garcia	Member, BAC TWG	3. Mr. Romeo A. Concepcion	Member, BAC TWG	4. Mr. Julio E. Casilan, Jr.	Member, BAC TWG	5. Ms. Doris D. Teodoro	Member, BAC TWG	6. Mr. Eddie D. Damaso	Member, BAC TWG	OBSERVER		1. Mr. Amado Ablao	Representative from Commission on Audit	2. Atty. Leah Banagui-Han	Deputy Administrator, Legal Affairs Service
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NAME OF BIDDERS/ REPRESENTATIVES	Prospective Bidder	Representative																																										
	1. Toyota Quezon Avenue Inc.	Leeanne Basuel																																										
CALL TO ORDER	The Opening of Bids started at 10:11AM and was presided by the BAC Vice Chairperson, Atty. Elizabeth O. Batonan. Thereafter, she																																											

Office of the Chairman : (02) 8721-5325

(02) 8721-5324

Office of the Executive Director : (02) 8725-6460

Officer of the Day : (02) 8725-3764



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instructed the BAC Secretariat to acknowledge the presence of all the attendees.

After the declaration of quorum by Mr. Jonal A. Delos Reyes, Atty. Batonan acknowledged and thanked all the bidders for participating in the Opening of Bids.

She also discussed the Agency's compliance to invite observers from the Commission on Audit, Philippine Chamber of Commerce & Industry, cooperative sector and CDA Board of Directors.

Likewise, she discussed the contents of the Supplemental Bid Bulletins, as a result of discussion during the Pre-Bid Conference.

SUBMISSION OF BID DOCUMENT BY THE BIDDERS

Atty. Batonan explained that the sequence for the Opening of Bids shall follow the "first come, first served basis".

Further, the BAC Secretariat informed the Members of the BAC on the sequence of submission by the following bidders, to wit:

Name of Bidder	Date	Time of Submission
1. Toyota Quezon Avenue Inc.	May 23, 2022	6:14PM

A. REVIEW OF ELIGIBILITY AND TECHNICAL COMPONENT

Mr. Ronaldo G. Rivera has successfully opened the zipped and PDF files of the Eligibility and Technical documents submitted by Toyota Quezon Avenue, using the following passwords:

ZIP PW: TQACDALEGAL and PDF PW: TQACDA2022LEGAL

a. Certificate of PhilGEPS Registration


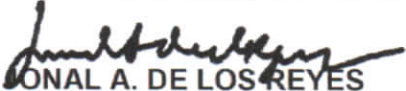
Name of Bidder	Status of Compliance		Remarks
	Compliant	Non-Compliant	
1. Toyota Quezon Avenue Inc.	√		PhilGEPS Platinum Certificate Holder

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:

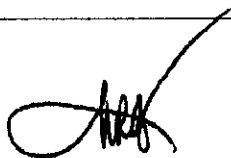
1. Registration Documents from DTI, SEC and CDA;
2. Copy of Mayor's Permit for 2022 and
3. Valid and Current Tax Clearance.

	Further, it was explained that the above-stated 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. Toyota Quezon Avenue 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. Toyota Quezon Avenue Inc.		√	COMPLIED
d. Bid Securing Declaration	Name of Bidder		Status of Compliance	Remarks
			Compliant Non-Compliant	
	1. Toyota Quezon Avenue Inc.			Notarized Bid Securing Declaration
e. Conformity with the Schedule of Requirements	Name of Bidder		Status of Compliance	Remarks
			Compliant Non-Compliant	
	1. Toyota Quezon Avenue Inc.		√	Conformed with the prescribed format
f. Conformity with Technical Specifications	Name of Bidder		Status of Compliance	Remarks
			Compliant Non-Compliant	
	1. Toyota Quezon Avenue Inc.		√	COMPLIED

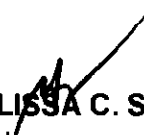
g. Omnibus Sworn Statement	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Toyota Quezon Avenue Inc.		√		Feliluz M. Basuel is the authorized representative who will sign all the documents related to the Project
h. Audited Financial Statement	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Toyota Quezon Avenue Inc.		√		COMPLIED
i. Net Financing Contracting Capacity (NFCC)	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Toyota Quezon Avenue Inc.		√ Php 4,826,638,890.00		NFCC is over and above the ABC
APPROVAL OF THE SUBMITTED ELIGIBILITY AND TECHNICAL REQUIREMENTS	The BAC unanimously declared the TOYOTA QUEZON AVENUE INC. as eligible in their submitted Technical and Legal Requirements and is qualified to participate in the opening of financial documents.				
B. REVIEW OF FINANCIAL COMPONENT					
Mr. Rivera has successfully opened the zipped and PDF files of the Financial documents, using the following passwords:					
ZIP PW: TQACDAFINANCIAL and PDF PW: TQACDA2022FINANCIAL					
a. Financial Bid	Name of Bidder		Bid Offer		Remarks
	1. Toyota Quezon Avenue Inc.		Php13,891,500.00		Single Calculated Bid

APPROVAL OF THE SUBMITTED FINANCIAL BID	The BAC unanimously accepted the financial Bid submitted by TOYOTA QUEZON AVENUE INC.
ADJOURNMENT OF THE OPENING OF BIDS	<p>Having no other matters for discussion and upon motion by Atty. Mona Liza A. Juarez, duly seconded by Acting Director Monatao Honeya R. Alawi, the Opening of Bids was adjourned at 10:56AM.</p> <p>Further, the bidder is requested to leave the meeting room to give way for the post assessment activity of the BAC.</p>
RESULT OF THE POST ASSESSMENT	<p>The post assessment activity for the lone bidder started at 11:12AM and the following results were confirmed:</p> <ol style="list-style-type: none"> 1. The submitted documents of TOYOTA QUEZON AVENUE INC. was declared to have PASSED with the Technical and Legal Documents; and 2. Likewise, the bid offer amounting to THIRTEEN MILLION EIGHT HUNDRED NINETY-ONE THOUSAND FIVE HUNDRED PESOS (Php13,891,500.00) is below the ABC.
DECLARATION OF THE LOWEST CALCULATED BIDDER	The BAC unanimously declared the TOYOTA QUEZON AVENUE INC. with bid offer amounting to THIRTEEN MILLION EIGHT HUNDRED NINETY-ONE THOUSAND FIVE HUNDRED PESOS (Php13,891,500.00) , as the SINGLE LOWEST CALCULATED BIDDER for the Project.
INSTRUCTIONS FROM THE MEMBERS OF THE BAC	<p>Atty. Batonan instructed the Technical Working Group to assist the BAC Members in the conduct of the post-qualification activity.</p> <p>She likewise directed the mandatory attendance of Chief Doris D. Teodoro, Mr. Julio E. Casilan, Jr. and Atty. James B. Fernandez during the conduct of the post-qualification activity. Further, the tentative dates for the conduct of the post-qualification and presentation of the results shall be on June 2, 2022 and June 8, 2022 respectively.</p>
ADJOURNMENT OF POST ASSESSMENT	The post assessment ended at 11:36AM.
CERTIFICATION	We certify that the foregoing is the true account of the Opening of Bids conducted on May 24, 2022 .
PREPARED BY	 MARYGRACE C. JAQUILMAC BAC Secretariat Date: <u>May 24, 2022</u>
CERTIFIED CORRECT	 DONAL A. DE LOS REYES BAC Secretariat

APPROVED



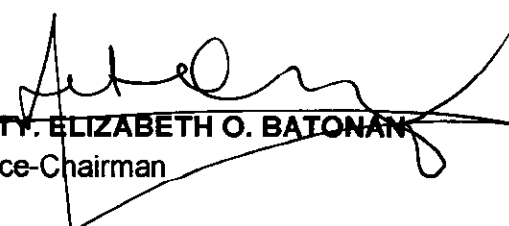
Acting Director MONATAO HONEYA R. ALAWI
BAC Member



Chief MELISSA C. SANTOS
BAC Member



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



~~**DA-ATTY. ELIZABETH O. BATONAN**~~
~~BAC Vice-Chairman~~

Not Present
DIR. GIOVANNI T. PLATERO
BAC Chairperson