



REPUBLIC OF THE PHILIPPINES

Sandiganbayan

Quezon City

BIDS AND AWARDS COMMITTEE

APPROVED FOR POSTING

MA. TERESA S. PABULAYAN
Executive Clerk of Court IV

MINUTES OF THE MEETING

Date: July 17, 2019
Time: 2:00 P.M.
Venue: Budget and Finance Conference Room

Attendance

- Refer to attached Attendance Sheet

Purpose

- **Pre-bid Conference for the Rental of Seventeen (17) Units High-Speed Photocopying Machines for One (1) Year**

Minutes

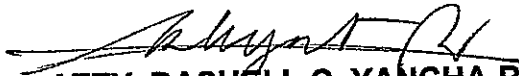
- Upon determination of a quorum, the Chairperson called the meeting to order.
- Atty. Pabulayan inquired from the BAC Secretariat whether notices were sent to the COA representative and the prospective observers. Atty. Yancha-Po replied that they were duly notified of today's pre-bid conference, but no one attended.
- Atty. Pabulayan acknowledged the presence of the lone bidder, *Otus Copy Systems Inc.* ("*Otus*") represented by Mr. Paul Ryan Caringal. She inquired from the lone bidder if they have questions or clarifications with regard to this procurement project. Mr. Caringal replied that *Otus* has no further clarification.
- Atty. Lorenzo inquired from Mr. Caringal whether *Otus* was notified of the reason why its first bid failed and Mr. Caringal replied in the affirmative. Atty. Lorenzo explained that upon inquiry from the Government Procurement Policy Board (GPBB), the latter replied that the bid of *Otus* is considered as not responsive on account of *Otus*' non-responsive entry in its bid proposal. Atty. Lorenzo reminded *Otus* that there will be no bidding fee if it intends to participate in the next bidding of this procurement project.

The pre-bid conference adjourned at 2:30 in the afternoon.

Prepared by:


MS. EMELITA A. CARAIG
Member, BAC Secretariat

Noted by:


ATTY. DASHELL C. YANCHA-PO
Head, BAC Secretariat