



Republic of the Philippines  
**OFFICE OF THE OMBUDSMAN**  
Ombudsman Building, Agham Road, Diliman, Quezon City

**BIDS AND AWARDS COMMITTEE**  
**BAC Resolution No. 11-2019 (PB)**  
**Series of 2019**

Re: Award for PB-2019-14

**WHEREAS**, the Bids and Awards Committee (BAC) was created pursuant to Office Order No. 219 (Series of 2019), ensuring transparency in the procurement process and in the implementation of procurement contracts, with the end view of guaranteeing that contracts are awarded pursuant to the provisions of Republic Act 9184 and its Implementing Rules and Regulations, and that all procurement are conducted strictly according to specifications.

**WHEREAS**, on 10 May 2019 the Invitation to Bid for **PB 2019-14: Public Bidding of One (1) Year Rental of Photocopying Machines for the Office of the Ombudsman**, was posted at PhilGEPS, Office of the Ombudsman Website, as well as in the Agency's Bulletin Board.

**WHEREAS**, the total Approved Budget for the Contract (ABC) **PB 2019-14: Public Bidding of One (1) Year Rental of Photocopying Machines for the Office of the Ombudsman** is **Nine Million Eight Hundred Seventy-Eight Thousand Two Hundred Eighty Pesos and Ninety-Five Centavos (₱9,878,280.95)**.

**WHEREAS**, for the period from 10 May 2019 to 03 June 2019, one (1) prospective bidder<sup>1</sup> bought the bid document.

**WHEREAS**, a Pre-Bid Conference was conducted on 20 May 2019 at 1:30 p.m. with six (6) prospective bidders<sup>2</sup> in attendance.

**WHEREAS**, on 03 June 2019<sup>3</sup>, one (1) bidder submitted their bid before the 1:30 p.m. deadline and simultaneously; the BAC conducted the opening of bids with the presence of the Technical Working Group (TWG), after evaluation of eligibility and technical components of **Otus Copy Systems, Inc.**, the BAC declared the bidder as **"eligible"**. Thus Envelope No. 2 containing their financial proposal were opened, to wit:

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<sup>1</sup> Otus Copy Systems, Inc.

<sup>2</sup> GAKKEN, Integrated Computer Systems Inc., Copy Data Systems Corp., HP, Otus Copy Systems and Quartz Business Products Corporation

<sup>3</sup> Otus Copy Systems, Inc.


NAME OF BIDDER	SUBMITTED BID
1) OTUS COPY SYSTEMS, INC.	<b>₱9,878,280.95</b> <i>"Single Calculated Bid"</i>


**WHEREAS**, the TWG conducted the necessary post-qualification proceedings pursuant to Notice of Post Qualification issued by the BAC on 10 June 2019 to **Otus Copy Systems, Inc.** (having the Single Calculated Bid). After validation and verification<sup>4</sup>, the TWG determined that Otus Copy Systems, Inc. complied with the OMB technical specifications and is responsive to all the legal requirements and conditions for eligibility.

**NOW, THEREFORE**, the undersigned members of the Bids and Awards Committee hereby **RESOLVE** and **RECOMMEND** the **award of contract to Otus Copy Systems, Inc.**, having submitted the **Single Calculated and Responsive Bid** of **₱9,878,280.95**, subject to the posting of a bond to guarantee performance.

This 07<sup>th</sup> day of August 2019 at the Office of the Ombudsman, Agham Road, Quezon City.


**BIDS AND AWARDS COMMITTEE**

  
**JULIEVER ROQUE LAMUG**  
ASPO II, OSP  
Member

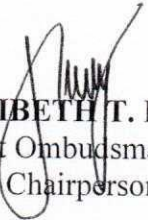
  
**JANET C. CABIGAS-VEJERANO**  
GIPO III, PIAB-E, PAMO II  
Member


  
**LORENZO G. VERGARA**  
GIPO III, OLA  
Member

  
**MARY RAWNSLE V. LOPEZ**  
Acting Director, PIMRB  
Member

  
**NELLIE P. BOGUEN-GOLEZ**  
Director, PIAB-D, PAMO II  
Member

  
**ADORIE T. CORNITO**  
Acting Director II, FMS  
Vice-Chairperson

  
**MARIBETH T. PADIOS**  
Assistant Ombudsman, PIEMS  
Chairperson

  
MTR/SV/jdee

<sup>4</sup>TWG Initial Post-Qualification Report dated 28 June 2019  
TWG Final Post-Qualification Report dated 25 July 2019




The dispositive portion reads as follows:

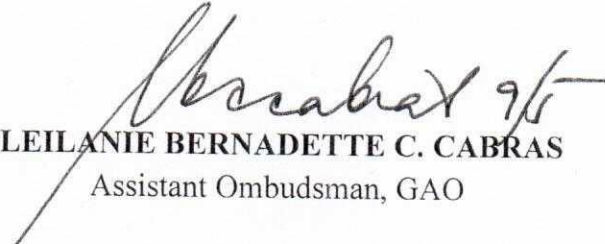
***"NOW, THEREFORE, the undersigned members of the Bids and Awards Committee hereby RESOLVE and RECOMMEND the award of contract to Otus Copy Systems, Inc., having submitted the Single Calculated and Responsive Bid of ₱9,878,280.95, subject to the posting of a bond to guarantee performance.***


*This 07<sup>th</sup> day of August 2019 at the Office of the Ombudsman, Agham Road, Quezon City."*

**RECOMMENDING APPROVAL:**

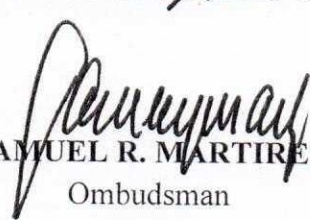
**CERTIFIED FUNDS AVAILABLE:**

  
**WEOMARK RYAN G. LAYSON**  
Assistant Ombudsman, FMIO

  
**LEILANIE BERNADETTE C. CABRAS**  
Assistant Ombudsman, GAO

  
**EDILBERTO G. SANDOVAL**  
Acting Overall Deputy Ombudsman  
(per office order no. 396, s. 2019)

**APPROVED/~~DIS~~APPROVED:**

  
**SAMUEL R. MARTIRES**  
Ombudsman