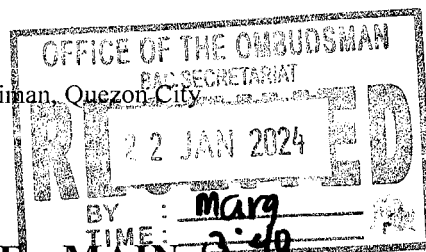




Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Ombudsman Building, Agham Road, Diliman, Quezon City



BIDS AND AWARDS COMMITTEE - MAIN
RESOLUTION NO. PB-23-12, s. 2023

**RE: AWARD FOR LOTS 1 TO 6 AND DECLARATION OF FAILURE
OF BIDDING FOR LOT 7 OF
PUBLIC BIDDING OF GENERAL OFFICE SUPPLIES AND
TONERS/INKS/CARTRIDGES FOR PRINTER AND FACSIMILE
MACHINES FOR THE OFFICE OF THE OMBUDSMAN
(PB 2023-11)**

WHEREAS, the Office of the Ombudsman has programmed and approved Purchase Request (PR) No. PU-23-07-123 dated 18 July 2023 for the procurement of General Office Supplies unavailable at the Procurement Service-Department of Budget and Management (PS-DBM) with a total Approved Budget for the Contract (ABC) of **Eight Million Eight Hundred Forty-Seven Thousand Seven Hundred Seventy Pesos (P8,847,770.00)**;

WHEREAS, the Bids and Awards Committee-Main (BAC-Main), in an approved Memorandum dated 24 August 2023, was authorized to conduct its procurement through Public Bidding in accordance with the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (RA) No. 9184;

WHEREAS, a Pre-Procurement Conference¹ was conducted on October 06, 2023 with the Chairperson and Members of the BAC-Main, the Chairperson and Members of the Technical Working Group (TWG) and the members of the BAC Secretariat-Main in attendance;

WHEREAS, the Head of the Procuring Entity (HoPE), upon the recommendation of the BAC-Main and the TWG,² approved the technical specifications and total ABC of this procurement project at **Eight Million Eight Hundred Forty-Seven Thousand Seventy Pesos (P8,847,070.00)**;

WHEREAS, on 24 October 2023, the Invitation to Bid (ITB) for **PB 2023-11: Public Bidding of General Office Supplies and Toner/Ink Cartridges for Printer and Facsimile Machines for the Office of the Ombudsman**³ was posted on the PhilGEPS website, Ombudsman website and OMB Bulletin Board;

WHEREAS, Letters of Invitation for the Pre-Bid Conference, Opening of Bids, Bid Evaluation and Post-Qualification were sent to and received by:

- a. Deputy Ombudsman Dante F. Vargas (OIC, ODO for Finance and Administrative Matters, OODO, Office of the Ombudsman)
- b. Assistant Ombudsman Pilarita T. Lapitan (OMB-Proper)

¹ Meeting is in a hybrid format, members of the BAC Secretariat and TWG are physically present while the other attendees joined the meeting through videoconference, Google Meet application.

² Per Memorandum dated 06 October 2023, received on 20 October 2023.

³ Categorized into seven (7) lots: **Lot 1**-Bookpaper; **Lot 2**-General Office Supplies; **Lot 3**: IT Supplies; **Lot 4**: Stand fan; **Lot 5**- Customized Morocco Board; **Lot 6**: Original Toner/Ink Cartridges; and, **Lot 7**-Original Fuji Xerox Toner Cartridges.

- c. Mr. Ruben J. Pascual (Secretary General, Phil. Chamber of Commerce and Industry)
- d. Mr. Paterno Menzon (Co-Chairman, Coalition Against Corruption – Bishops Business Conference – Laiko (Government Procurement Monitoring Committee)
- e. Auditor Teresita S. Miguel (Supervising Auditor, COA)
- f. Ms. Joanna Mae E. Alberto (President, OMB Employees’ Association);

WHEREAS, on 08 November 2023 at 9:30 a.m., a Pre-Bid Conference⁴ was conducted⁵ with the BAC-Main, TWG, witnesses/observers and six (6) prospective bidders⁶ in attendance;

WHEREAS, no Supplemental/Bid Bulletin No. 1 was issued for this procurement project;

WHEREAS, from 24 October 2023 to 21 November 2023, four (4) bidders⁷ purchased and submitted the bidding documents before the 2:00 p.m. deadline on 21 November 2023;

WHEREAS, the Opening of Bids⁸ was conducted on 22 November 2023 at 9:30 a.m. with the BAC-Main, the four (4) bidders⁹, the one (1) witness/observer, the members of the BAC Secretariat, and the members of the TWG in attendance;

WHEREAS, bid envelopes of ZG Marketing Corporation, Apex Office Supplies and Equipment Trading, Integrated Computer Systems, Inc. (ICSI) and Quartz Business Products Corporation were opened;

WHEREAS, after the conduct of eligibility check and evaluation of the submitted bids,¹⁰ the BAC-Main, upon the recommendation of the TWG, rated all participating bidders as “ELIGIBLE” to participate further in the Opening of Bids in their respective lots, to wit;

	NAME OF BIDDER
Lot 1	ZG MARKETING CORPORATION
Lot 2	ZG MARKETING CORPORATION
Lot 3	APEX OFFICE SUPPLIES AND EQUIPMENT TRADING
	ZG MARKETING CORPORATION

⁴ Minutes of the Pre-Bid Conference.
⁵ Meeting is in a hybrid format, members of the BAC Secretariat and TWG are physically present while the other attendees joined the meeting through videoconference, Google Meet application.
⁶ (1) APEX OFFICE SUPPLIES AND EQUIPMENT TRADING; (2) INTEGRATED COMPUTER SYSTEMS, INC.; (3) JAEGO GENERAL MERCHANDISE; (4) TRIPLEX ENTERPRISES; (5) T and E ENTERPRISES, and, (6) QUARTZ BUSINESS PRODUCTS CORPORATION.
⁷ (1) APEX OFFICE SUPPLIES AND EQUIPMENT TRADING (bidding for Lots 3, 4, and 6 only) submitted on 21 November 2023 at 10:24 a.m.; (2) ZG MARKETING CORPORATION (bidding for Lots 1, 2, 3, 4, 5, 6, and 7) submitted on 21 November 2023 at 10:43 a.m.; (3) QUARTZ BUSINESS PRODUCTS CORPORATION (bidding for Lot 6 only) submitted on 21 November 2023 at 12:10 p.m.; and, (4) INTEGRATED COMPUTER SYSTEMS INC. (bidding for Lots 3 and 6 only) submitted on 21 November 2023 at 1:55 p.m.
⁸ Annex “B” Minutes of the Opening of Bids.
⁹ APEX Office Supplies and Equipment Trading, ZG Marketing Corp., Quartz Business Products Corp. and Integrated Computer Systems, Inc.
¹⁰ Annex “C” Summary of the Opening of Bids.

	NAME OF BIDDER
Lot 3	INTEGRATED COMPUTER SYSTEMS, INC. ✓
Lot 4	APEX OFFICE SUPPLIES AND EQUIPMENT TRADING ✓
	ZG MARKETING CORPORATION ✓
Lot 5	ZG MARKETING CORPORATION ✓
Lot 6	APEX OFFICE SUPPLIES AND EQUIPMENT TRADING ✓
	ZG MARKETING CORPORATION ✓
	QUARTZ BUSINESS PRODUCTS CORP. ✓
	INTEGRATED COMPUTER SYSTEMS, INC. ✓
Lot 7	ZG MARKETING CORPORATION ✓

WHEREAS, immediately after the Opening of Bids,¹¹ a Bid Evaluation¹² was conducted to further evaluate the completeness of the bid and arithmetical calculation of the submitted Financial Components (Envelope No. 2) of the eligible bidders. Thereafter, the BAC-Main declared ZG Marketing Corporation as the Single/Lowest Calculated Bid (LCB/SCB) for Lots 1,2, 4, 5, 6 and 7 and ICSI as the LCB for Lot 3, viz:

✓ Lot 1 – Bookpaper

	NAME OF BIDDER	Financial Bid	Ranking	Remarks
1	<u>ZG MARKETING CORPORATION</u> ✓	<u>₱1,798,900.00</u> ✓	<u>1</u>	“Single Calculated Bid” ✓

✓ Lot 2 – General Office Supplies

	NAME OF BIDDER	Financial Bid	Ranking	Remarks
1	<u>ZG MARKETING CORPORATION</u> ✓	<u>₱2,320,000.00</u> ✓	<u>1</u>	“Single Calculated Bid” ✓

¹¹ Annex “D” Abstract of the Opening of Bids ✓

¹² Annex “E” Summary of the Bid Evaluation ✓

Lot 3 – IT Supplies

	NAME OF BIDDER	Financial Bid	Ranking	Remarks
1	APEX OFFICE SUPPLIES AND EQUIPMENT TRADING	₱40,100.00	3	Eligible/Passed
2	ZG MARKETING CORPORATION	₱38,300.00	2	Eligible/Passed
3	<u>INTEGRATED COMPUTER SYSTEMS INC.</u>	<u>₱25,190.00</u>	<u>1</u>	<i>“Lowest Calculated Bid”</i>

Lot 4 – Stand Fan

	NAME OF BIDDER	Financial Bid	Ranking	Remarks
1	APEX OFFICE SUPPLIES AND EQUIPMENT TRADING	₱73,500.00	2	Eligible/Passed
2	<u>ZG MARKETING CORPORATION</u>	<u>₱57,499.80</u>	<u>1</u>	<i>“Lowest Calculated Bid”</i>

Lot 5 – Customized Morocco Board

	NAME OF BIDDER	Financial Bid	Ranking	Remarks
1	<u>ZG MARKETING CORPORATION</u>	<u>₱189,900.00</u>	<u>1</u>	<i>“Single Calculated Bid”</i>

Lot 6 – Original Toner/Ink Cartridges

	NAME OF BIDDER	Financial Bid	Ranking	Remarks
1	APEX OFFICE SUPPLIES AND EQUIPMENT TRADING	₱4,182,000.00	4	Eligible/Passed
2	<u>ZG MARKETING CORPORATION</u>	<u>₱3,716,900.00</u>	<u>1</u>	<i>“Lowest Calculated Bid”</i>
3	QUARTZ BUSINESS PRODUCTS CORPORATION	₱4,088,088.00	3	Eligible/Passed
4	INTEGRATED COMPUTER SYSTEMS INC.	₱4,022,946.00	2	Eligible/Passed

Lot 7 – Original Fuji Xerox Toner Cartridges

	NAME OF BIDDER	Financial Bid	Ranking	Remarks
1	<u>ZG</u> <u>MARKETING</u> <u>CORPORATION</u>	<u>₱78,000.00</u>	<u>1</u>	<i>“Single Calculated Bid”</i>

WHEREAS, on 24 November 2023, a Notice of Post Qualification¹³ was issued and ZG Marketing Corporation and ICSI were directed to submit/present, the original copies and certified true copies of the required documents to the TWG/BAC during the post-qualification proceedings on 30 November 2023. Corollary thereto, witnesses and observers were likewise invited to attend the said activity;

WHEREAS, the TWG, in its Memoranda dated 05 December 2023 and 11 December 2023, recommended the following:

- 1) To declare ZG Marketing Corporation as the Single/Lowest Calculated and Responsive Bid for Lots 1, 2, 4, and 5;
- 2) To declare ICSI as the Lowest Calculated and Responsive Bid for Lot 3;
- 3) To declare ZG Marketing Corporation as Post-Disqualified for Lot 6 and 7 considering that it failed to submit certification/s indicating that it is an authorized dealer of Samsung and Fuji Xerox Products;
- 4) To conduct Post-Qualification proceedings on the ICSI, the 2nd Lowest Calculated Bidder for Lot 6;
- 5) To declare a failure of bidding for Lot 7 there being no other bidder which submitted a bid;¹⁴

WHEREAS, on 12 December 2023, the BAC, upon recommendation of the TWG issued a Notice of Post-Disqualification to ZG Marketing Corporation with respect to its bid for Lots 6 and 7;

WHEREAS, ZG Marketing Corporation did not file any Request for Reconsideration within three (3) calendar days from receipt of the said notification;

WHEREAS, on 12 December 2023, a Notice of Post Qualification¹⁵ was issued to ICSI directing it to submit/present, the original copies and certified true copies of the required documents to the TWG/BAC during the post-qualification proceedings for Lot 6 on 18 December 2023. Corollary thereto, witnesses and observers were likewise invited to attend the said activity;

WHEREAS, the TWG, in its Memorandum dated 19 December 2023 and 05 January 2024 recommended to declare ICSI as the 2nd Lowest Calculated and Responsive Bid after having passed all the criteria for post-qualification for Lot 6;

¹³ Notice of Post Qualification attached for reference.

¹⁴ TWG Post-Qualification Report on PB 2023-11 dated 05 December 2023 and received on 06 December 2023, and TWG Memorandum “Addendum to the 05 December 2023 Post Qualification Report for PB 2023-11 Public Bidding of General Office Supplies and Toner/Ink Cartridges for Printer and Facsimile Machines for the Office of the Ombudsman” dated 11 December 2023 and received on 12 December 2023.

¹⁵ Notice of Post Qualification attached for reference.

NOW, THEREFORE, the undersigned members of the Bids and Awards Committee-Main hereby **RESOLVE** and **RECOMMEND** the following:

- 1) To award the contract to **ZG MARKETING CORPORATION** for tendering the Single/Lowest Calculated and Responsive Bid, subject to the posting of a bond to guarantee performance, for the following lots:
 - a) ~~Lot 1~~ – **Bookpaper** in the amount of **One Million Seven Hundred Ninety-Eight Thousand Nine Hundred Pesos (₱1,798,900.00)**;✓
 - b) ~~Lot 2~~ - **General Office Supplies** in the amount of **Two Million Three Hundred Twenty Thousand Pesos (₱2,320,000.00)**;✓
 - c) ~~Lot 4~~ – **Stand Fan** in the amount of **Fifty-Seven Thousand Four Hundred Ninety-Nine Pesos and Eighty Centavos (₱57,499.80)**;✓
 - d) ~~Lot 5~~ – **Customized Morocco Board** in the amount of **One Hundred Eighty-Nine Thousand Nine Hundred Pesos (₱189,900.00)**;✓
- 2) To award the contract to **INTEGRATED COMPUTER SYSTEMS INC.** for tendering the Lowest Calculated and Responsive Bid/^{2nd} Lowest Calculated and Responsive Bid, subject to the posting of a bond to guarantee performance, for the following lots:
 - a) ~~Lot 3~~ - **IT Supplies** in the amount of **Twenty-Five Thousand One Hundred Ninety Pesos (₱25,190.00)**;✓and
 - b) ~~Lot 6~~ – **Original Toner/Ink Cartridges** in the amount of **Four Million Twenty-Two Thousand Nine Hundred Forty-Six Pesos (₱ 4,022,946.00)**;✓
- 3) To declare a failure of bidding for **Lot 7 - Original Fuji Xerox Toner Cartridges** pursuant to Section 35.1.c of the 2016 RIRR of RA 9184.

SO RESOLVED.

10 January 2024, Quezon City, Philippines.

BIDS AND AWARDS COMMITTEE-MAIN


MAKIA CRISTINA T. CAUSAPIN
1-16-24
Member


CORINNE JOIE M. CARILLO-ARELLANO
Member


JENNY CERA-BAYANGOS
1-15-24
Member


ZARNETTE E. SANCEDA
Member

The dispositive portion reads thus:

*"NOW, THEREFORE, the undersigned members of the Bids and Awards Committee-
Main hereby **RESOLVE** and **RECOMMEND** the following:*

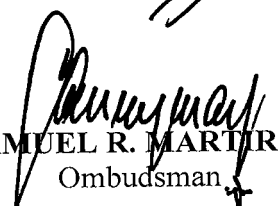
- 4) *To award the contract to **ZG MARKETING CORPORATION** for tendering the Single/Lowest Calculated and Responsive Bid, subject to the posting of a bond to guarantee performance, for the following lots:*
 - e) *Lot 1 – Bookpaper in the amount of One Million Seven Hundred Ninety-Eight Thousand Nine Hundred Pesos (₱1,798,900.00);*
 - f) *Lot 2 - General Office Supplies in the amount of Two Million Three Hundred Twenty Thousand Pesos (₱2,320,000.00);*
 - g) *Lot 4 – Stand Fan in the amount of Fifty-Seven Thousand Four Hundred Ninety-Nine Pesos and Eighty Centavos (₱57,499.80);*
 - h) *Lot 5 – Customized Morocco Board in the amount of One Hundred Eighty-Nine Thousand Nine Hundred Pesos (₱189,900.00);*
- 5) *To award the contract to **INTEGRATED COMPUTER SYSTEMS INC.** for tendering the Lowest Calculated and Responsive Bid/2nd Lowest Calculated and Responsive Bid, subject to the posting of a bond to guarantee performance, for the following lots:*
 - c) *Lot 3 - IT Supplies in the amount of Twenty-Five Thousand One Hundred Ninety Pesos (₱25,190.00); and*
 - d) *Lot 6 – Original Toner/Ink Cartridges in the amount of Four Million Twenty-Two Thousand Nine Hundred Forty-Six Pesos (₱ 4,022,946.00).*
- 6) *To declare a failure of bidding for Lot 7 - Original Fuji Xerox Toner Cartridges pursuant to Section 35.1.c of the 2016 RIRR of RA 9184."*


LORENZO G. VERGARA
Member


NELLIE P. BOBUEN-GOLEZ
Vice-Chairperson


ADORACION A. AGBADA
Chairperson

APPROVED/DISAPPROVED:


SAMUEL R. MARTIRES
Ombudsman