



Presidential Communications Office
Philippine Information Agency
*Ahensiyang Pang-impormasyon ng
Pilipinas*



BAC RESOLUTION NO. 004
Series of 2024

Ref. No 004_PIAMISD2024

**RESOLUTION RECOMMENDING THE AWARD OF THE CONTRACT
via PUBLIC BIDDING TO MYBUSYBEE INC FOR THE PROCUREMENT OF
ONE (1) -YEAR SUBSCRIPTION OF GOOGLE WORKSPACE
(BUSINESS STARTER AND ENTERPRISE) ITB 2024-01**

WHEREAS, the Philippine Information Agency – Management Information System Division (MISD), submitted its Purchase Request for the **PROCUREMENT OF ONE (1) -YEAR SUBSCRIPTION OF GOOGLE WORKSPACE (BUSINESS STARTER AND ENTERPRISE) ITB 2024-01** with an Approved Budget for the Contract (ABC) of **ONE MILLION EIGHT HUNDRED THOUSAND PESOS ONLY (Php 1,800,000.00)** inclusive of tax and included in the Annual Procurement Plan of the Agency;

WHEREAS, pursuant to the rules of Competitive Bidding, the BAC together with its Secretariat, Members of the Technical Working Group (TWG) and End-User Representative conducted a Pre-Procurement Conference on 28 February 2024 at 9:30 AM;

WHEREAS, on 01 March 2024 Invitation to Bid **(ITB 2024-01): Public Bidding for Goods for the Procurement of One (1) -Year Subscription of Google Workspace (Business Starter and Enterprise)** was posted in the Philippine Government Electronic Procurement System (PhilGEPs), in the PIA website (www.pia.gov.ph), PIA official social media account and in the Bids and Awards Committee Bulletin Board within the premises of PIA;

WHEREAS, for purposes of transparency and good governance, the BAC through its Secretariat invited observers from the Commission on Audit (COA) and two (2) other non-government organizations namely Philippine Rural Reconstruction Movement (PRRM) and Philippine Chamber of Commerce and Industry (PCCI) to witness the Pre-Bid Conference and Bid Opening. However, no representative attended the said activities. Copies of the letter of invitations are hereto attached;

WHEREAS, from 01 March 2024 to 21 March 2024, the bidding documents were made available for procurement for interested prospective bidders;

WHEREAS, BAC conducted a scheduled Pre-Bid Conference on 11 March 2024 at 2:00 PM. Six (6) prospective bidders participated the activity via Google Meet namely 1) La Quest Philippines Inc. 2) MyBusybee Inc 3) Crayon Software Experts Philippines 4) Advanced Computing Solutions Inc. 5) Radenta Technologies Inc and 6) Innove Communications Inc.

WHEREAS, on 12 March 2024 the BAC issued and posted Supplemental Bid Bulletin 01 (see attached Supplemental Bid Bulletin 01);

WHEREAS, in response to the above-mentioned Invitation to Bid (ITB 2024-01) the following bidders namely 1) MyBusybee Inc. and 2) EzTech IT Solutions

purchased the bidding documents and submitted their bid before the 21 March 2024, 12:00 P.M. deadline;

WHEREAS, during the opening of bids on 21 March 2024 at 1:30 P.M. attended by the BAC in quorum, its Secretariat, End-User Representative, designated Technical Working Group (TWG) Representative and bidder's representative. The bid proposals were evaluated using the non-discretionary "PASS/FAIL" criterion;

WHEREAS, the BAC first opened the Technical Component envelope of My Busy Bee and rated it PASSED after scrutiny of its technical documents

WHEREAS, the bid submission of EzTech IT Solutions was thereafter opened, and upon opening of the First Envelope/Original Copy it was found that it contained two (2) "**UNSEALED**" separate folders labeled as the ORIGINAL- TECHNICAL COMPONENT, and ORIGINAL- FINANCIAL COMPONENT, ;

WHEREAS, in the presence of the bidder's representatives, the committee unanimously resolved to "DISQUALIFY" EzTech IT Solutions for submitting an UNSEALED BID ENVELOPE , pursuant to Section 25 of RA 9184 and its Revised IRR which states;

"Section 25. Submission and Receipt of Bids

25.1 Bidders shall submit their bids through their duly authorized representative using the forms specified in the Bidding Documents in two (2) separate sealed bid envelopes, or two (2) password-protected Bidding Documents in compressed archive folders, in case of electronic submission, and which shall be submitted simultaneously. The first shall contain the technical component of the bid, including the eligibility requirements under Section 23.1 of this IRR for the procurement of Goods and Infrastructure Projects, and the second shall contain the financial component of the bid.

25.2 The first envelope shall contain the following technical information/documents, at the least:

a) For the procurement of Goods:

i. PhilGEPS Certificate of Registration and membership in accordance with Section 8.5.2 of this IRR. Xxx xxx

xxx. xxx

25.4 The second envelope shall contain the financial information/documents as specified in the PBDs.

Xxx xxx

25.9 Unsealed or unmarked bid envelopes, or in case of electronic bid submission, Bidding Documents not in compressed archive folders and are not password- protected, shall be rejected. However, bid envelopes that are not properly sealed and marked or not properly compressed and password-protected, as required in the Bidding Documents, shall be accepted, provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as

submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or improperly compressed or password-protected folder, or for its premature opening.”

WHEREAS, after the evaluation of bid proposals, below is the summary of evaluation. See Checklist of Technical and Financial Documents, attached herein.

| SUPPLIER NAME | TECHNICAL COMPONENT | FINANCIAL COMPONENT |
|----------------------|----------------------------|-------------------------------------|
| MyBusybee Inc. | PASSED | “PASSED” Php 1,722,749.21 |
| EzTech IT Solutions | DISQUALIFIED | DISQUALIFIED |

WHEREAS, the bid proposal of MyBusybee Inc. was thereafter declared as Single Calculated Bid;

WHEREAS, on 26 March 2024, pursuant to the instruction of the BAC, the designated TWG Representative conducted the necessary Post Qualification proceedings to MyBusybee Inc with registered business address at Unit 7 G/F Burgundy Place Condominium 174-B Gonzales St. Loyola Heights, Quezon City;

WHEREAS, after careful examination, validation and verification of all the documents submitted, the bid of MyBusybee Inc. conforms to the requirements of PIA and the law, and its bid proposal inclusive of tax is within the ABC ,is economical and advantageous to the government, thereby rendering the same as the Single Calculated and Responsive Bid;

WHEREAS, pursuant to Section 36 of the Revised Implementing Rules and Regulations of RA 9184 states that ;

Section 36. Single Calculated/Rated and Responsive Bid Submission

A Single Calculated and Responsive Bid (SCRB) or a Single Rated and Responsive Bid (SRRB) shall be considered for award if it falls under any of the following circumstances:

XXxxXXX

b.) If after advertisement, more than one prospective bidder applies for eligibility check, in accordance with the provisions of this IRR, but only one bidder meets the eligibility requirements or criteria, after which it submits a bid which is found to be responsive to the bidding requirements;

WHEREAS, Section 12 of RA 9184 mandates that the BAC shall recommend the award of contract to the Head of the Procuring Entity or his/her duly authorized representative;

NOW, THEREFORE, for all and in consideration of the foregoing, WE, the Members of the PIA BIDS AND AWARDS COMMITTEE, by virtue of the powers vested on us by law, hereby RECOMMENDS to award via PUBLIC BIDDING to

MYBUSYBEE INC for the **PROCUREMENT OF ONE (1) -YEAR SUBSCRIPTION OF GOOGLE WORKSPACE (BUSINESS STARTER AND ENTERPRISE) ITB 2024-01** in the amount of **ONE MILLION SEVEN HUNDRED TWENTY-TWO THOUSAND SEVEN HUNDRED FORTY-NINE PESOS & 21/100 ONLY (PHP 1,722,749.21)** inclusive of appropriate taxes and fees.

This resolution shall take effect immediately.

APPROVED this **27TH** of **MARCH 2024** at Quezon City, Philippines.

MARK FOR REDACTION
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AT **MARK FOR REDACTION** IZO
Chairperson, BAC

MARK FOR REDACTION
GIRLIE G. BANGUNAN
Vice-Chairperson, BAC

MARK FOR REDACTION
LOKENZA Q. CRUZ
Member, BAC

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Member, BAC

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JASM **MARK FOR REDACTION**
Member, BAC

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MARK FOR REDACTION NICA
Member, BAC

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G. MARK FOR REDACTION R
End-User Representative

APPROVED:

MARK FOR REDACTION
MARK FOR REDACTION
MARK FOR REDACTION R.
Deputy Director-General