UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES

Alubijid | Balubal | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon | Villanueva

OFFICE OF THE BIDS AND AWARDS COMMITTEE I

Subject: Proposed Procurement of the Supply and Delivery of Pooled Common Supplies and Equipment for USTP-CDO Campus CY 2026

Mechtronics Trading and Services

1st Indorsement
October 19, 2026

The undersigned respectfully endorses for Approval to **ATTY. DIONEL O. ALBINA**, Chancellor, USTP-CDO Campus, BAC Resolution CBNo. 0027-2026, Declaring Lowest Calculated and Responsive Bid (LCRB), Recommending Award of Contract to Mechtronics Trading and Services in the Amount of ₱1,667,715.00 for Lot 1 and Recommending Small Value Procurement of Lot 2 for the above project.

In pursuant to Section 66.2 of the IRR of R.A. 12009, *within a period not exceeding ten (10) calendar days from the determination and declaration through a resolution by the BAC of the LCRB, and the recommendation of the award, the HoPE or its duly authorized representative shall approve or disapprove the said recommendation. We hope to retrieve the signed resolution not later than* ***October 29, 2026***.

MELANIE A. JALOVER
Head, Procurement Services Section

☐ APPROVED ☐ DISAPPROVED

ATTY. DIONEL O. ALBINA
Chancellor, USTP-CDO Campus

BAC RESOLUTION CBNO. 0027-2026

BAC RESOLUTION DECLARING LOWEST CALCULATED AND RESPONSIVE BID (LCRB), RECOMMENDING AWARD OF CONTRACT TO MECHTRONICS TRADING AND SERVICES IN THE AMOUNT OF ₱1,667,715.00 FOR LOT 1 AND RECOMMENDING SMALL VALUE PROCUREMENT OF LOT 2 FOR THE PROPOSED PROCUREMENT OF THE SUPPLY AND DELIVERY OF POOLED COMMON SUPPLIES AND EQUIPMENT FOR USTP-CDO CAMPUS CY 2026

WHEREAS, the UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES advertised the Invitation to Bid for the *Proposed Procurement of the Supply and Delivery of Pooled Common Supplies and Equipment for USTP-CDO Campus CY 2026* in PhilGEPS, University website, and in conspicuous place at the premises of the University with an Approved Budget for the Contract (ABC) of TWO MILLION SEVEN HUNDRED EIGHTY-ONE THOUSAND NINE HUNDRED SIXTY-NINE PESOS AND 55/100 (₱2,781,969.55) ONLY: LOT 1 – Common Office Supplies and Equipment (₱1,759,330.52) and LOT 2 – ICT Supplies and Equipment (₱1,022,639.03);

WHEREAS, in response to the said advertisement, three (3) prospective bidders acquired the bidding documents, namely: Mechtronics Trading and Services (Mechtronics), V.S. Tay, Incorporated (V.S. Tay) and Fortunetract Agro Sales, Inc. (Fortunetract);

WHEREAS, on the deadline for submission of bids last October 05, 2026, 09:30 A.M., the same prospective bidders submitted their bid proposals for Lot 1;

WHEREAS, the Committee opened the First Bid Envelopes of the prospective bidders in the order of their submission;

WHEREAS, V.S. Tay, Mechtronics and Fortunetract were rated "*passed*" in the preliminary examination of their legal, technical and financial documents;

WHEREAS, the Committee then opened the Second Bid Envelopes of V.S. Tay, Mechtronics and Fortunetract;

WHEREAS, V.S. Tay made a bid of Lot 1 - ₱1,712,860.75;

WHEREAS, Mechtronics made a bid of Lot 1 - ₱1,667,715.00;

WHEREAS, Fortunetract made a bid of Lot 1 - ₱1,704,550.50;

WHEREAS, the Committee considered the bid of V.S. Tay, Mechtronics and Fortunetract for evaluation;

WHEREAS, in this case, there is no bidder for Lot 2;

WHEREAS, the Technical Representative and Technical Working Group (TWG) submitted a Technical Report dated October 08, 2026;

WHEREAS, the Detailed Bid Evaluation was conducted by the Committee, with the assistance of the TWG, last October 08, 2026, 10:00 A.M. on the bid of V.S. Tay, Mechtronics and Fortunetract. The Committee made an arithmetical correction in the financial bid of Mechtronics, the amount of bid as read was the same as calculated;

WHEREAS, in the Bid Form of Mechtronics, there are discrepancies in Item Nos. 225 – 231 & 233 – 235. As per Implementing Rules and Regulations (IRR) of Republic Act No. 12009 Section 61.2.3, "*In case of discrepancies between xxx "ii) "total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail; and (iii) stated total price and the actual sum of prices of component items, the latter shall prevail*". Therefore, the unit price for Item Nos. 225 – 231 & 233 – 235 of Mechtronics are considered;

WHEREAS, the Committee, with the assistance of the TWG, after scrutiny, careful evaluation and deliberation, found the bid of Mechtronics to be complying. V.S. Tay was found to be "*non-compliant*" for Item No. 231. Fortunetract was found to be "*non-compliant*" for Item Nos. 11, 12, 14 – 17, 33, 34, 39, 40, 42 – 45, 47, 48, 52, 53, 55, 56, 58, 61, 65, 66, 73 - 75, 79, 91, 95, - 97, 101, 102, 104, 112, 119, 128, 146 – 149, 158 – 161, 165, 168, 170 – 177, 179, 180, 194, 195, 197 – 200, 203, 204, 209, 210, 212, 215, 219, 227, 231, 233, 235, 250, 252, 254, 255, 258, 267, 269, 272, 273, 276 – 280, 286 – 288, 295 and 296 for the following reason: *The bidder's offer for the said items exceeded the required USTP Approved Unit Price*;

WHEREAS, the Committee informed V.S. Tay and Fortunetract of its non-compliance in a letter dated October 08, 2026 and that they may submit a request for reconsideration *within three (3) calendar days upon receipt of the letter*;

WHEREAS, the Committee informed V.S. Tay and Fortunetract of its non-compliance in a letter dated and sent October 08, 2026 and October 14, 2026, respectively, that they may submit a request for reconsideration *within three (3) calendar days upon receipt of the letter;*

WHEREAS, the Committee conducted an onsite post-qualification of Mechtronics at their main office in Zone 9, Barangay Molugan, El Salvador City, Misamis Oriental last October 13, 2026;

WHEREAS, V.S. Tay submitted a request for reconsideration in a letter dated and received October 14, 2026 which the Committee denied pursuant to BAC Resolution CBNo. 0025-2026 dated and emailed on October 15, 2026;

WHEREAS, Fortunetract did not submit any request for reconsideration;

WHEREAS, the Committee convened and deliberated the results of their Post-Qualification on October 19, 2026. It was found that all the documents submitted by Ms. Brenda A. Fabrea of Mechtronics were genuine, authentic and responsive;

WHEREAS, Section 64.1 (a) of the IRR of R.A. 12009 provides that the Committee shall declare a failure of bidding when no bids are received;

NOW, THEREFORE, the Bids and Awards Committee, hereby RESOLVES, as it is hereby RESOLVED, to:

a) DECLARE *failure of bidding* for *Lot 2*;

b) RECOMMEND Small Value Procurement (SVP) for Lot 2 with the budget of **ONE MILLION TWENTY-TWO THOUSAND SIX HUNDRED THIRTY-NINE PESOS AND 03/100 (₱1,022,639.03) ONLY;**

C.M. Recto Avenue, Lapasan, Cagayan de Oro City 9000 Philippines
Tel Nos. +63 (88) 856 1738; Telefax +63 (88) 856 4696 | http://www.ustp.edu.ph

CERTIFICATION INTERNATIONAL SOCOTEC ISO 9001

c) DECLARE the bid of *Mechtronics Trading and Services* as the Lowest Calculated and Responsive Bid (LCRB) for Lot 1 of the *Proposed Procurement of the Supply and Delivery of Pooled Common Supplies and Equipment for USTP-CDO Campus CY 2026;* and

d) RECOMMEND the award of the contract to the said bidder in the total amount of **ONE MILLION SIX HUNDRED SIXTY-SEVEN THOUSAND SEVEN HUNDRED FIFTEEN PESOS AND 00/100 (₱1,667,715.00) ONLY** for Lot 1.

RESOLVED this 19th day of October, 2026 at University of Science and Technology of Southern Philippines, Cagayan de Oro City.

MR. ERICK C. GUNDRAN
Prov. Member, End-User Rep.

MS. IRAH DELL M. TAGAPULOT
Prov. Member, Technical Rep.

ENGR. MARY ANN E. TELEN
BAC I Member

DR. RUVEL J. CUASITO, SR.
BAC I Member

DR. ISMAEL N. TALILI
BAC I Member

ATTY. NIVRA LYN K. EMPIALES
BAC I Vice-Chairperson

ATTY. JONATHAN S. OCHE
BAC I Chairperson

C.M. Recto Avenue, Lapasan, Cagayan de Oro City 9000 Philippines
Tel Nos. +63 (88) 856 1738; Telefax +63 (88) 856 4696 | http://www.ustp.edu.ph

CERTIFICATION INTERNATIONAL SOCOTEC ISO 9001