



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 Common Office Supplies and Equipment for USTP-CDO Campus CY 2024

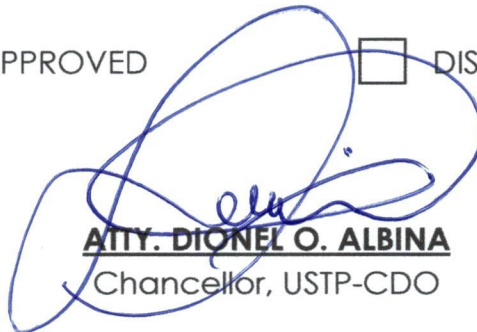
V. S. Tay, Incorporated

1st Indorsement
November 25, 2024

The undersigned respectfully endorses for Approval to **ATTY. DIONEL O. ALBINA**, Chancellor, USTP-CDO Campus, BAC Resolution No. 0794-2024, Declaring Single Calculated and Responsive Bid (SCRB) and Recommending Award for the above project in the amount of P1,302,165.25.


MELANIE A. JALOVER
Head, Procurement Services Section

APPROVED DISAPPROVED


ATTY. DIONEL O. ALBINA
Chancellor, USTP-CDO



UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES

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OFFICE OF THE BIDS AND AWARDS COMMITTEE I

BAC RESOLUTION NO. 0794-2024

BAC RESOLUTION DECLARING SINGLE CALCULATED AND RESPONSIVE BID (SCRB) AND RECOMMENDING AWARD TO V.S. TAY, INCORPORATED FOR THE PROPOSED PROCUREMENT OF THE SUPPLY AND DELIVERY OF COMMON OFFICE SUPPLIES AND EQUIPMENT FOR USTP-CDO CAMPUS CY 2024 IN THE AMOUNT OF P1,302,165.25

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 Common Office Supplies and Equipment for USTP-CDO Campus CY 2024* in PhilGEPS, University website, and in conspicuous place at the premises of the University with an Approved Budget for the Contract (ABC) of ONE MILLION FOUR HUNDRED EIGHTY-THREE THOUSAND SEVEN HUNDRED SIXTY-THREE PESOS AND 41/100 (P1,483,763.41) ONLY;

WHEREAS, in response to the said advertisement, only one (1) prospective bidder acquired the bidding documents, namely: V.S. Tay, Incorporated (V.S. Tay);

WHEREAS, on the deadline for submission of bids last November 08, 2024, 09:30 A.M., the same prospective bidder submitted its bid proposal;

WHEREAS, the Committee opened the first envelope of the lone bidder;

WHEREAS, V.S. Tay was rated "passed" in the preliminary examination of its legal, technical and financial documents;

WHEREAS, the Committee then opened the second envelope of V.S. Tay;

WHEREAS, V.S. Tay made a bid of P1,302,165.25;

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

WHEREAS, the Technical Representative and Technical Working Group (TWG) submitted a Technical Report dated November 14, 2024;

WHEREAS, the Detailed Bid Evaluation was conducted by the Committee, with the assistance of the TWG, last November 14, 2024, 11:00 A.M. on the bid of V.S. Tay. The Committee made no arithmetical correction in the financial bid of V.S. Tay, the amount of bid as read was the same as calculated;

WHEREAS, the Committee, with the assistance of the TWG, after scrutiny, careful evaluation and deliberation, found the bid of V.S. Tay to be complying and declare the bid of V.S. Tay, as the Single Calculated Bid (SCB) at the amount of P1,302,165.25;

WHEREAS, the Committee conducted an online post-qualification of V.S. Tay at their main office in 125 Ramon Magsaysay Avenue, Davao City last November 20, 2024;

BAC Resolution No. 0794-2024, Declaring Single Calculated and Responsive Bid (SCRB) and Recommending Award to V.S. Tay, Incorporated for the Proposed Procurement of the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO Campus CY 2024 in the amount of P1,302,165.25

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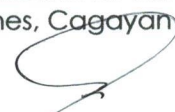



WHEREAS, the Committee convened and deliberated the results of their Post Qualification on November 25, 2024. It was found that all the documents submitted by Ms. Ferlita C. Deang of V.S. Tay were genuine, authentic and responsive;

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

- a) declare the bid of *V.S. Tay, Incorporated* as the Single Calculated and Responsive Bid (SCRB) for the *Proposed Procurement of the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO Campus CY 2024*; and
- b) recommend the award of the contract in the total amount of **ONE MILLION THREE HUNDRED TWO THOUSAND ONE HUNDRED SIXTY-FIVE PESOS AND 25/100 (P1,302,165.25) ONLY.**

RESOLVED this 25th day of November, 2024 at University of Science and Technology of Southern Philippines, Cagayan de Oro City.


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


MR. CHARLIE M. MACARANDAN
Prov. Member, Technical Rep.


MS. SHAIRA RUFFA K. SURIO
Member, TWG


ENGR. MARY ANN E. TELEN
BAC I Member


DR. RUVEL J. CUASITO
BAC I Member


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


ATTY. JONATHAN S. OCBE
BAC I Chairperson

BAC Resolution No. 0794-2024, Declaring Single Calculated and Responsive Bid (SCRB) and Recommending Award to V.S. Tay, Incorporated for the Proposed Procurement of the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO Campus CY 2024 in the amount of P1,302,165.25

