



REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)
East Avenue cor. NIA Road, Diliman, Quezon City

LRA-Bids and Awards Committee
for Non-Infrastructure
Minutes of the Meeting
12 August 2024 - 02:00 PM
5th Floor LRA Multipurpose Hall and via Zoom

ATTENDEES:

BAC MEMBERS

Chairperson : Ms. Mary Jane G. Ysmael
Vice-Chairperson : Mr. Angelo Chris Luis M. Dellosa
Members : Ms. Christina V. Pagtulingan (*online*)
Ms. Meilina F. Pangdan
Atty. Jayferson F. Medrano (*online*)
Atty. Cheran Ricardo S. Cabrito, Jr. (*absent*)

TECHNICAL WORKING GROUP

Head : Mr. Nestor I. Misalucha
Assistant Head : Atty. John Paul H. Hidalgo
Members : Mr. Sherwin N. Sanchez
Mr. Marion C. Jay Estacio
Ms. Grace Ann A. Lico

SECRETARIAT

Head : Atty. May B. Bongalon
Assistant Head : Atty. Roman G. Idica
Members : Ms. Maria Rudylyn A. Cebrero
Ms. Nonette Khalil Amparo
Ms. Eunalize E. Zapanta
Ms. Bernadette D. Uraga
Ms. Princess Mae A. Camiloza
Ms. Marien M. Zafe
Ms. Jamie Lou E. Magboo - Technical Assistant I

End – User : Mr. Nestor I. Misalucha (ICTD)



AGENDA NO. 4 & 5 : Supply and Delivery of 435 Units of Small Multi-function Mono Printer (Up to Long Paper) and 24 Units of Medium size Heavy Duty Multi-function Copier with ADF (Up to A3 size) (2 Lots)

Prospective Bidders:

1. Multibiz International Corporation;
2. MSAP Office Supplies Trading;
3. iSource Asia Business;
4. R4L Enterprises;
5. Link Network Solutions Inc.;
6. Accessories and Supplies Depot;
7. Philcopy Corporation;
8. Delsan;
9. Solid Business Machine Center;
10. AVTech Information Solutions Inc.; and
11. Gakken Philippines Inc.

Observers Present:

While letters to Observers were sent via email, nobody has attended, instead they will attend in the opening of bids.

CALL TO ORDER:

Upon confirmation of the existence of a quorum and subsequent to the roll call by Ms. Mary Jane G. Ysmael, LRA-BAC Chairman, the meeting was called to order at 11:00 A.M.

DISCUSSION OF THE AGENDA:

The Chairperson then acknowledged the presence of the prospective bidders namely: (1) **Multibiz International Corporation;** (2) **MSAP Office Supplies Trading;** (3) **iSource Asia Business;** (4) **R4L Enterprises;** (5) **Link Network Solutions Inc.;** (6) **Accessories and Supplies Depot;** (7) **Lynxlogic Technologies;** (8) **Delsan;** (9) **Solid Business Machine Center;** (10) **AVTech Information Solutions Inc.;** and (11) **Gakken Philippines Inc.**

Under the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, all prospective bidders are allowed to participate in the Pre-Bidding Conference. For this particular project, the Approved Budget for the Contract (ABC) for the **Supply and Delivery of 435 Units of Small Multi-function Mono Printer (Up to Long Paper)** is **Twenty-Eight Million Two Hundred Seventy-Five Thousand Pesos Only (Php 28,275,000.00), VAT inclusive. (LOT 1)**

On the other hand, the Approved Budget for the Contract (ABC) for the **Supply and Delivery of 24 Units of Medium size Heavy Duty Multi-**

function Copier with ADF (Up to A3 size) is Three Million Three Hundred Sixty Thousand Pesos Only (Php 23,360,000.00), VAT inclusive. (LOT 2)

Atty. Roman G. Idica presented and discussed the pertinent provisions of the bidding documents for the **Supply and Delivery of 435 Units of Small Multi-function Mono Printer (Up to Long Paper) and 24 Units of Medium size Heavy Duty Multi-function Copier with ADF (Up to A3 size) (2 Lots).**

After all important matters have been discussed, LRA-BAC Chairperson Mr. Mary Jane G. Ysmael opened the floor to address the prospective bidders' issues/concerns regarding the project, and for the body's clarification/resolution thereto.

ISSUES AND CONCERNS:

(Note: All the questions and clarifications raised during the pre-bid conference shall be submitted in writing to the LRA-BAC three days after the conclusion of the Pre-Bid Conference.)

For your information and guidance:

As to the deadline of submission of bids: The deadline for submission of Bids is on August 27, 2024 on or before 01:00 PM and the opening of bids shall be at 02:00 PM. Please use the LRA website clock as your reference for synchronicity of time.

As to the delivery period: The delivery period is within sixty (60) calendar days upon receipt of an Approved Notice of Award.

As to the use of tabbings/markings: Please put tabbings on your bidding documents so we can easily identify and locate the documents that we need to verify.

Subsequent to the presentation of the Bid Documents by the BAC Secretariat for Non-Infra, several questions were lodged before the Committee by the prospective bidders.

The prospective bidders then asked the following:

Provision	Questions/Queries/Clarifications	BAC's Response
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	<p>I believe that you want a machine that will no longer need an Acrobat reader.</p> <p>With our machine, the license is perpetual and unlimited.</p>	<p>Will issue a bid bulletin for your query.</p> <p>We will have to consider other suppliers.</p> <p><i>(To be discussed internally.)</i></p>
	<p>Screen display clarifications, all brands are capable of screen display, either automatic or manual.</p>	<p>Screen display, large screen for image preview, displaying up to 16 pages or if more, much better, with capability of automatic or manual rotation of pages after scanning prior to saving.</p>
<p><i>Section VII Technical Specifications</i></p>	<p>Re: Starter Toner, the capacity is 23,000 pages. It is already high yield and might not be generic for others. Is it a starter or standard version?</p> <p>Aside from the starter pack, are there other additional requirements?</p>	<p>Starter toner is not as many as 23,000 pages.</p>

		<i>(Subject for internal discussion.)</i>
	Suggestion, instead of ISO Certification, may we submit the Manufacturer's Certification that the toners are genuine?	<i>(Subject for internal discussion.)</i>
	Re: Black laserjet toner cartridge, 23,000 pages average use is 2 to 3 toners per year. How about 10,000 or higher? Suggestion is to use the manufacturer's standard. What is needed is included in the printer. Use a starter pack. We will not specify pages.	<i>(Subject for internal discussion.)</i>
	May we request to reduce the Input Rate in order to level the playing field. Can it be 2 x 500 sheets instead of 2 x 550?	Other suppliers disagree because they said that they can comply with 550 sheets input tray 2.
	<i>Features presented must be duly complied with otherwise, bid shall be subject for disqualification.</i>	
	<i>Clamor to reduce the input rate, BAC will decide and include in the Bid Bulletin.</i>	
	Re: Document Feeder with 100 sheets, can it be 75 sheets as the minimum, which also includes continuous scanning?	Other suppliers disagree because they can comply. <i>(Subject for internal discussion.)</i>
	May we request that MTIFF be removed since MTIFF is generic?	Duly noted and responded to the query. <i>(Subject for internal discussion.)</i>

	<p>May we request that the range for Selectable Scan Resolution be changed to <i>UP TO 600</i> dpi instead of 75-600 dpi? Reason, others may not be able to comply.</p> <p>Suggestion is to just make it “up to 600 dpi”</p>	<p>Duly noted and responded to the query.</p> <p><i>(Subject for internal discussion.)</i></p>
	<p>Can Re-scan Advanced Feature be omitted because it points to a particular brand?</p>	<p>Duly noted and responded to the query.</p> <p><i>(Subject for internal discussion.)</i></p>
	<p>Re: 200 sheets document feeder, most copier has restraints. May we request to make it 4GB memory instead of 6GB?.</p>	<p>Duly noted and responded to the query.</p> <p><i>(Subject for internal discussion.)</i></p>
	<p>Re: Standard Input Capacity of 2-550, can you make it 1,000?</p>	<p>Duly noted and responded to the query.</p> <p><i>(Subject for internal discussion.)</i></p>
	<p>Re: Output Capacity of 500 sheets, mostly it is 200 sheets only.</p>	<p>Duly noted and responded to the query.</p> <p><i>(Subject for internal discussion.)</i></p>
	<p>Re: Standard Paper Trays - 3 plus bypass, it should be 2 plus bypass.</p>	<p>Duly noted and responded to the query.</p> <p><i>(Subject for internal discussion.)</i></p>

(Note: The answers provided herein are still subject for deliberation by the Committee and will be reflected in the Bid Bulletin to be issued after seven days from the conclusion of the Pre-Bid Conference. Other amendments, if any, to the provisions of the bidding documents will also be included in the said Bid Bulletin.)

ADJOURNMENT:

There being no other matters to be discussed, the pre-bid conference adjourned at 4:30 P.M.

Prepared by:



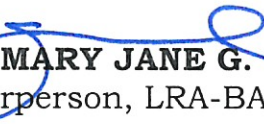
NONETTE KHALIL M. AMPARO, RN
Secretariat, BAC Non-Infra

Reviewed by:



ATTY. MAY B. BONGALON
Head, BAC Secretariat

Approved by:



MS. MARY JANE G. YSMAEL
Chairperson, LRA-BAC