



Republic of the Philippines
SENATE
Pasay City
BIDS AND AWARDS COMMITTEE (BAC)

CY 2018 ACCOMPLISHMENT REPORT

As mandated by Republic Act 9184 (Government Procurement Reform Act), the Senate Bids and Awards Committee (BAC) was reconstituted under Special Order No. 2018-055 (OSP) dated July 19, 2018. The objective is to provide the Senate with an efficient and effective management of the procurement of supplies, materials, equipment, repairs and other services.

In CY 2018, the committee awarded a total of eleven (11) undertakings through public bidding. Eleven (11) BAC Resolutions were prepared through the assistance of the Office of the Senate Legal Counsel and subsequently approved. One(1) undertaking is still undergoing completion of documentation for preparation of Purchase Order through the assistance of the Property and Procurement Service (PPS).

I. ACCOMPLISHMENTS

In CY 2018, the BAC accomplished the following:

A. Public bidding of regular services/ items/ projects

Noting the receipt of the Purchase Request/s during late 2018, the Committee conscientiously continued to complete the procurement proceedings and preparation of contracts/ Purchase/Job Order in 2019.

It is worthy to note the significant steps taken by the committee in fast-tracking the bidding of these requirements through:

1. Advance preparation of the Abstract of Bids for signature of members during the opening of bids;
2. Signing of the Abstract of Bids immediately after the award;
3. Early preparation of draft BAC Resolutions for signature of members;
4. Close monitoring of the BAC Resolutions from the time of preparation until its approval;
5. Early preparation of documents for Purchase/Job Order or Contract preparation;
6. Submission of advance copies of the documents to the Office of the Senate Legal Counsel for contract preparation;
7. Close coordination with the Office of the Senate Legal Counsel who promptly acted on the requests for contract preparations; and
8. Close supervision on the preparation of Purchase Orders, Job Orders and documentation of delivered items with the Property and Procurement Service.

PROJECT NO.	PURCHASE REQUEST NO.	END-USER	CY2019 SERVICES	SERVICE PROVIDER/S
1	18-10-791	RMMS	CY2019 SUBSCRIPTION TO LOCAL/ INTERNATIONAL NEWSPAPERS & MAGAZINES	JJJ NEWSPAPERS & MAGAZINES MAGAZINEZONE, INC.
2	18-10-872	GS	CY2019- 2021 GENERAL HOUSEKEEPING & OTHER RELATED SERVICES FOR THE SENATE OF THE PHILIPPINES	PHILCARE MANPOWER SERVICES
3	18-09-686	GS	CY2019- 2021 RENTAL OF PHOTOCOPIERS	OTUS COPY SYSTEMS INC.
4	18-07-521	GS	CY2019 SUPPLY OF GASOLINE AND DIESEL FUEL	NORTHERN STAR ENERGY CORPORATION
5	18-10-809	MDB	HOSPITALIZATION BENEFIT FOR SENATE EMPLOYEES FOR CY2019	KAISER INTERNATIONAL HEALTHGROUP INC.
6	18-08-581	OSAA	CY2019- 2021 HIRING OF 20 SECURITY GUARDS	ALEXIS SECURITY AGENCY PROVIDER PHILS. CO., INC.
7	17-11-811	GS	ONE(1) LOT GENERAL HOUSEKEEPING & OTHER RELATED SERVICES FOR THE SENATE OF THE PHILIPPINES FOR CY2018	PHILCARE MANPOWER SERVICES
8	18-05-394	GS	CY2018 HAULING AND DISPOSAL OF GARBAGE	PANTHER TECH FREIGHT FORWARDER AND PREMIUM COURIER EXPRESS INTERNATIONAL CORP.
9	18-09-722	PRIB	ONE(1) LOT EACH FOR SUPPLY & DELIVERY OF HIGH QUALITY BROADCAST VIDEOCAMERA & ACCESSORIES AND TRIPOD & ACCESSORIES	SOLID VIDEO CORPORATION
10	18-06-488	MPFS	ONE(1) LOT SUPPLY OF LABOR & MATERIALS FOR GENERAL IMPROVEMENT OF STAIRWELLS & COMMON COMFORT ROOM ENTRANCES AT THE 1 ST -6 TH FLOOR, CORE "A" AND 1 ST TO 7 TH FLOOR, CORE "B" SENATE BUILDING	ASTRAN MARKETING & GENERAL CONTRACTOR, INC.
11	17-12-851	MPFS	ONE(1) LOT SUPPLY, DELIVERY, INSTALLATION, TESTING &	AIRCODE CORPORATION

			COMMISSIONING OF ONE(1) UNIT 450TR WATER COOLED MAGNETIC BEARING CENTRIFUGAL CHILLER SYSTEM, ONE(1) UNIT 500TR COOLING TOWER SIMILAR WITH EXISTING INCLUDING THE CONCRETE FOUNDATION, TWO(2) UNITS EACH OF CHILLED & CONDENSED WATER PUMPS & OTHER ASSOCIATED ELECTRICAL & MECHANICAL COMPONENTS	
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The service contract for ONE (1) LOT CY 2019-2021 PROVISION FOR TECHNICAL SERVICES, LABOR, SPARE PARTS, TOOLS AND EQUIPMENT IN THE MAINTENANCE AND REPAIR OF SENATE VEHICLES AIRCON SYSTEM was recommended to be extended on a month to month basis under the same terms and conditions as stipulated in its CY 2018 service contract. The said arrangement will commence on January 2019 and shall continue on a monthly basis until a new contract has been awarded per Revised Guidelines on the Extension of Contracts for General Support Services (Appendix 24 of the Revised Implementing Rules and Regulations of R.A. 9184).

The service contract for the ONE (1) LOT SUPPLY OF SHUTTLE BUS SERVICE FOR CY2019 was recommended to be extended on a month to month basis under the same terms and conditions as stipulated in its CY 2018 service contract. The said arrangement will commence on January 2019 and shall continue on a monthly basis until a new contract has been awarded per Revised Guidelines on the Extension of Contracts for General Support Services (Appendix 24 of the Revised Implementing Rules and Regulations of R.A. 9184).

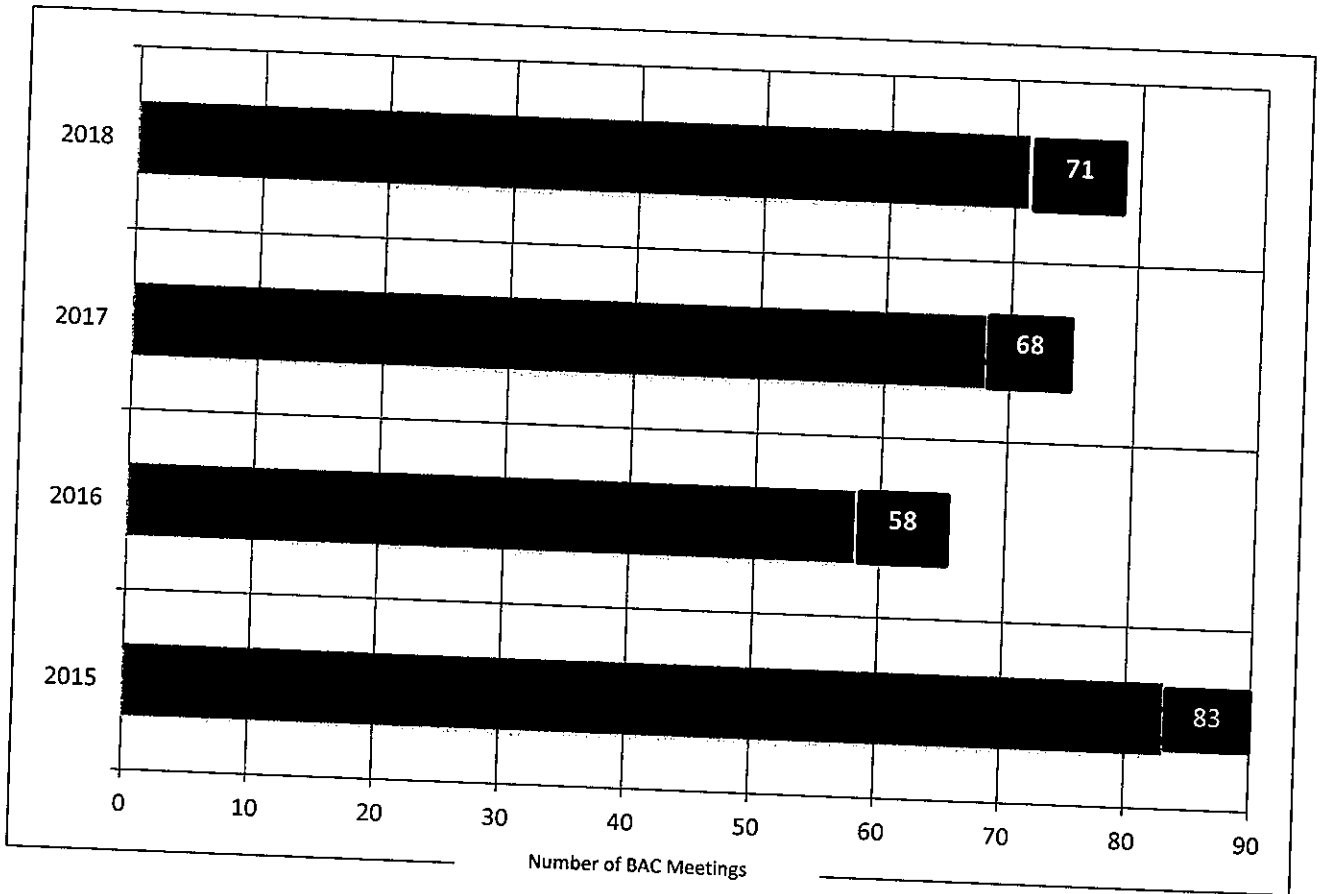
Recommendation for Alternative Mode of Procurement (AMP)

Article XVI (Alternative Mode of Procurement), Sec. 48 of R.A. 9184 provides for the application of the alternative modes of procurement to promote economy and efficiency in the procurement of goods. This is subject to the approval of the head of procuring entity.

In 2018, the BAC acted upon 263 various requests. Out of these, 213 were referred to the Property and Procurement Service (PPS) to be procured through Shopping and 50 requests were recommended for purchase through Small Value Procurement (SVP). The corresponding BAC Resolutions were prepared and subsequently approved by the Senate President Vicente Sotto III.

B. MEETINGS OF THE BAC

The BAC held a total of 71 meetings for CY2018. Several pre-procurement conferences were undertaken by the Senate Bids and Awards Committee (BAC) on some proposed projects such as the procurement of new chiller system and generator sets.



For various meetings held by the BAC in CY2018, records show attendance of end-users and other interested parties most of whom witnessed the proceedings, from the pre-procurement and pre-bidding conferences to the opening of bids.

C. AMENDMENTS TO THE ANNUAL PROCUREMENT PLAN (APP)

In 2018, the BAC recorded a total of 73 amendments to the Project Procurement Management Plans (PPMPs) mostly from the offices of Senators and reflected in the Senate Annual Procurement Plan (APP) by the BAC Secretariat. The updated APP is yet to be submitted to the Office of the Senate President for approval in accordance with Section 7 of the IRR, RA 9184.

D. INTERNSHIP

In support to the internship training program being implemented by the Senate, the BAC welcomed a total of six (6) interns from different colleges to undertake their on-the-job trainings for academic year 2018, as follows:

NAME	SCHOOL	NO. OF HRS.	ACCEPTANCE DATE
1. Sharmaine A. Laudit	New Era University	180	Feb. 27, 2018
2. Rioleth A. Ojo	New Era University	180	Feb. 27, 2018
3. Bethel E. Barcelon	National College of Science & Technology	360	Apr. 16, 2018
4. Ruth D. Hernandez	National College of Science & Technology	360	Apr. 16, 2018
5. Ina Marie L. Mindajao	University of Makati	300	Nov. 19, 2018
6. Ronald B. Denum	Camaringes Norte State College	400	Nov. 19, 2018

The students were given orientation on the procurement law and were made to assist during the meetings of the BAC. They personally experienced how the biddings were conducted in the Senate. They were also trained to perform simple tasks of receiving / releasing general communications such as advisories, special orders, among others, proper telephone call etiquette, grooming, recording entries in the Abstract of Bids and the logbooks, encoding, filing, and use of office equipment such as the facsimile and photocopier machines.

II. CHALLENGES

A. Failure of biddings

Three (3) projects namely- One (1) lot Renovation of offices of External Affairs and Relations (EAR), One (1) lot Supply of labor and materials for the renovation of Senate COA office, and One (1) lot Supply of labor and materials for the repair and replacement of roof, gutters, flashings, mouldings, claddings downspouts and ceiling of the Annex Building were declared as failed biddings for lack of interested bidder/s.

B. Small number of participating bidders / no interested bidder

Despite advertisements in a widely circulated newspaper, posting at the PhilGEPS, Senate bulletin boards, Senate website and personal invitation made by the BAC Secretariat to prospective bidders, the decline in the number of interested bidders joining the bidding has been a challenge to the BAC. On the basis of the feedback received from the bidders, the non-participation of the same may be due to any of the following:

- a) Budget allocated for a particular service contract which the bidder finds very low
- b) Numerous documentary requirements required under R.A. 9184
- c) More stringent requirements imposed by surety companies in application for bidder's security
- d) Prevailing economic condition affecting business which leads to suppliers preferring cash over participation in the bidding.

- e) The item description and specification for a particular project/item is already phased out or stocks are limited.

C. Submission of insufficient bidding documents

The committee also noted that some bidders submitted incomplete bidding documents due to oversight such in the case of One (1) lot CY2019 Hospitalization Benefit for Senate Employees.

D. Other factors affecting delay in bidding or award of contract

Factors that caused much delay in the award of a contract/service or failure in bidding include:

1. Non-compliance of bidders with approved specifications as discussed during the pre-bidding conferences.
2. Oversight of the end-user with the specifications and item description on their Purchase Requests.

E. Request for amendment of PPMP and Submission of Purchase Request/s near the end of the year

Despite issuance of advisory for the suspension of purchase requests which usually take effect during the month of October, the committee still received several purchase request/s towards the fourth quarter of the year.

F. Late Submission of Purchase Request/s not a regular service contract with completion period will be effected in the current and proceeding year

This resulted to low turnout of bidder and failure of some procurements considering that the project will eventually be considered accounts payable. Requests with long completion period should be submitted during the first / second quarter of the year for proper discussion, preparation and implementation of the project.

III. ACTIONS TAKEN BY THE BAC

To address the stated challenges, the Committee opened all possible channels of communication with bidders and end-users to assist them in their queries regarding R.A. 9184, its Revised Implementing Rules and Regulations (IRR), amendment/s or circulars from the GPPB and other agencies such as the BIR and the Procurement Service of the Department of Budget and Management (PS-DBM).

Also, the list of documentary requirements and the Instruction to Bidders for Goods and Infrastructure covering the regular biddings and negotiated procurements were reviewed and simplified for easy comprehension of bidders.

During pre-bidding conferences, the BAC took the opportunity to explain to the bidders the bidding process and requirements of the procurement law in both English and Filipino. The committee always reminded the bidders to submit their bids on time, review their documents before they submit them to the BAC, and post the required bid security in order to qualify.

The Committee also suggested to the end-user the possibility of multiyear contract for the Senate requirements subject to the approval of the Department of Budget and Management.

The Committee also issued memorandum in the middle of the year to submit the purchase request/s of various offices for procurement schedule.

IV. BAC COMPOSITION

Special Order No. 2018-055 (OSP) listed the appointment of a new set of BAC composed of the following:

Chairman : Atty. Maria Valentina S. Cruz, Senate Legal Counsell
Vice-Chair : Dir. Diana Lynn Le-Cruz, Executive Director for External Affairs and Relations
Members : Atty. Ma. Luisa B. Soriano, Exec. Dir., Administration and Finance
Dir. Ma. Teresa S. Bondoc, Bureau Director, Legislative Reference Bureau
Dir. Irah Ruth B. Borinaga, Director IV, Office of the Senate Secretary
Dir. Rodrigo Noel A. Gonzalez, Bureau Director, Administrative Management Bureau
Dir. Pilar D. Dulay, Director IV, Legislative Publication Bureau

Prepared and submitted by:


ROSARIO MARINA DE CASTRO
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NOTED:



MARIA VALENTINA S. CRUZ
Chairperson, Bids and Awards Committee