



PHILIPPINE NORMAL UNIVERSITY
The National Center for Teacher Education
BIDS AND AWARDS COMMITTEE
Taft Avenue, Manila
Tel. No. 317-1768 loc. 738

**BAC Resolution Declaring the Lowest Calculated and Responsive Bidder and
Recommending Approval**
Resolution No. GD 2023-04-046a

WHEREAS, the Philippine Normal University, in compliance with RA 9184, posted/advertised the Invitation to Bid for the **Rebidding for the Renewal of License of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products) of Philippine Normal University** on May 24-June 13, 2023 in PhilGEPS, PNU BAC Bulletin Board and PNU Website with an approved budget of **Two Million Five Hundred Thousand Pesos (Php 2,500,000.00)** for the contract;

WHEREAS, a **Pre-Bid Conference** was conducted last **31 May 2023 (Wednesday)** virtually via Goggle Meet application, wherein four (4) interested suppliers attended the Conference, namely:

1. **LaQuest Philippines, Inc.** represented by Ms. Verley Lumbag, Ms. Gladys Hope Fernandez, Mr. Anoop Lakhera, and Mr. Jarrod Mejia (verleylumbag@laquest.net, jarrodmejia@laquest.net, anoop@laquest.net)
2. **MyBusybee, Inc.** represented by Ms. Noemi Ergino, Ms. Christine Ocampo, Ms. Ana Maria Donoga, Ms. Genve Marie Binayug, and Ms. Symone Wong (noemi@mybusybee.net, christine@mybusybee.net, ana@mybusybee.net, genve@mybusybee.net, symone@mybusybee.net)
3. **MaroonStudios, Inc.** represented by Ms. Carla Jean Cruz and Ms. Roann Escasinas (carla.cruz@maroonstudios.com, roann.escasinas@maroonstudios.com)
4. **Globe Telecom** represented by Ms. Weenkee Javier and Ms. Kamille Buban (wtjavier@globe.com.ph, ktbuban@globe.com.ph)

WHEREAS, the Technology-Related Bids and Awards Committee (BAC) has scheduled and conducted the **Opening of Bids** on **13 June 2023 (Tuesday)** at 3:00 PM held at the Pedro T. Orata Hall (Room 103);

WHEREAS, during the scheduled Opening of Bids, two (2) suppliers bought the Official Bid Documents, and submitted Bid, namely: **LaQuest Philippines, Inc.** and **MaroonStudios, Inc.**;

WHEREAS, the summary of the Opening of Bids are as follows:

LOT	Bidder/s	Bid Amount	Remarks
1 Lot - Rebidding for the Renewal of License of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products) of Philippine Normal University (ABC: Php 2,500,000.00)	LaQuest Philippines, Inc.	1,926,428.57	Eligible
	MaroonStudios, Inc.	1,994,496.00	Eligible

WHEREAS, during the Technical Evaluation conducted by the Technical Representative, **LaQuest Philippines, Inc.** failed to comply and satisfy the Eligibility Documents, particularly the requirements specified in Section VII. Technical Specifications;

WHEREAS, on **26 June 2023 (Monday)**, **LaQuest Philippines, Inc.** was formally issued a Notice of Non-Compliance thru email which was subsequently acknowledged receipt by the said bidder on **27 June 2023 (Tuesday)** also thru email;



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WHEREAS, during the detailed Technical Evaluation conducted by the Technical Representative, **MaroonStudios, Inc.** complied and satisfied all the requirements specified in Section VII. Technical Specifications of the bidding documents;

WHEREAS, upon arithmetical computation, **MaroonStudios, Inc.'s** Financial Bid amounting to **One Million Nine Hundred Ninety-Four Thousand Four Hundred Ninety-Six Pesos (Php 1,994,496.00)** with an equivalent of 20.22% (**₱ 505,504.00**) variance from the ABC was then declared as the Lowest Calculated Bid, subject to further evaluation to ascertain, verify, and validate the submitted bid;

WHEREAS, on **29 June 2023 (Thursday)**, the BAC, Technical Working Group (TWG), and BAC Secretariat conducted the Post Qualification assessment on the submitted bids by **MaroonStudios, Inc.**, and was found to have complied with all the requirements and conditions specified in the bidding documents and have passed the post qualification after having verified, validated and ascertained its bid documents;

WHEREAS, upon careful examination, verification and validation of the eligibility, technical and financial requirements submitted by **MaroonStudios, Inc.**, its bid of **One Million Nine Hundred Ninety-Four Thousand Four Hundred Ninety-Six Pesos (Php 1,994,496.00)** was found to be responsive; and

NOW, THEREFORE, WE, the Members of the Technology-Related Bids and Awards Committee do hereby **RESOLVE** as it is hereby **RESOLVED**:

- a. That **MAROONSTUDIOS, INC.** be declared as the Lowest Calculated Responsive Bid, in consideration of its total amount of Bid equal to **One Million Nine Hundred Ninety-Four Thousand Four Hundred Ninety-Six Pesos (Php 1,994,496.00)**;
- b. That we, the members of the Bids & Awards Committee (BAC), as per Special Order No. 113, Series of 2023 dated 15 May 2023, recommends to the Head of the Procuring Entity (HoPE) to award the Contract as detailed in this BAC Resolution;
- c. That, a **Notice of Award (NOA)** be issued to **MAROONSTUDIOS, INC.**, upon adoption and approval of this BAC Resolution; and
- d. To recommend the foregoing for the approval of the President of the Philippine Normal University.



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RESOLVED, during the Regular Meeting held on **June 30, 2023**, virtually via Gmail application.

BIDS AND AWARDS COMMITTEE

Resolution No. GD 2023-04-046a


ADONIS P. DAVID
Chair


JENITH M. DE GUZMAN
Member


TERESITA T. RUNGDUIN
Vice-Chair


MARIE PAZ E. MORALES
Member


JOEMAR D. SAJONA
End-User


NINO D. NALDOZA
Member


ROXAN C. ORMITA
Technical Representative


JOHN P. NATIVIDAD
Member


CROMWELL L. VALERIANO
Member

APPROVED

BERT J. TUGA
University President



PHILIPPINE NORMAL UNIVERSITY

The National Center for Teacher Education

BIDS AND AWARDS COMMITTEE

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NOTICE OF AWARD

June 30, 2023

Ms. CARLA JEAN CRUZ
MaroonStudios Inc.
12F Corporate 145 Building,
145 Mother Ignacia Avenue,
South Triangle, Quezon City
7211-9583 / 09176310884
carla.cruz@maroonstudios.com

Dear Ms. Cruz:

We are pleased to inform you that based on the findings of the Bids and Awards Committee, the contract for **Rebidding for the Renewal of License of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products) of Philippine Normal University** is hereby awarded to **MAROONSTUDIOS, INC.** pursuant of BAC Resolution No. **GD 2023-04-046a** dated **June 30, 2023**.

Thus, notice is hereby given that the contract for the procurement of the project will be awarded to **MAROONSTUDIOS, INC.** in the total amount of **One Million Nine Hundred Ninety-Four Thousand Four Hundred Ninety-Six Pesos (Php 1,994,496.00)**, subject to submission within ten (10) calendar days from receipt hereof a Performance Security, valid until the issuance of the Certificate of Acceptance, in any of the following forms:

- a. Cash or cashier's/manager's check issued by a universal or commercial bank or bank draft/guarantee or irrevocable letter of credit issued by a universal or commercial bank: provided, however, that it shall be confirmed or authenticated by a universal or commercial bank, if issued by a foreign bank equivalent to ten percent (5%) of the total contract price (₱ 99,724.80); or
- b. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security equivalent to thirty percent (30%) of the total contract price (₱ 598,348.80); or
- c. Performance Securing Declaration (PSD) as provided under the Revised Implementing Rules and Regulations of Republic Act No. 9184.

Failure to provide the performance security shall constitute ground for cancellation of the award and forfeiture of the bid security.

Very truly yours,
By Authority of the Board of Regents:


BERT J. TUGA
President

Conforme:


CARLA JEAN L. CRUZ

Name of Authorized Representative

June 30, 2023

Date



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NOTICE TO PROCEED

July 10, 2023

Ms. CARLA JEAN CRUZ
MaroonStudios Inc.
12F Corporate 145 Building,
145 Mother Ignacia Avenue,
South Triangle, Quezon City
7211-9583 / 09176310884
carla.cruz@maroonstudios.com


Dear Ms. Cruz:

The attached Contract having been approved, notice is hereby given to **MAROONSTUDIOS, INC.** that work may commence for the project: **Rebidding for the Renewal of License of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products) of Philippine Normal University** effective after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.


Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Chair, Bids and Awards Committee.

Very truly yours,
By Authority of the Board of Regents


BERT J. TUGA
University President

I acknowledge receipt of this Notice on (date of receipt) July 19, 2023

Name of the Representative of the Bidder: Carla Jean L. Cruz

Authorized Signature:  _____



PROJECT: Rebidding for the Renewal of License of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products) of Philippine Normal University

CONTRACT NO: GD 2023-04-046a

CONTRACT AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

THIS AGREEMENT, made the JUL 19 2023, 2023 between the **PHILIPPINE NORMAL UNIVERSITY (PNU)** of the Philippines represented herein by its President **Dr. BERT J. TUGA**, with Office address at PNU, Taft Avenue, City of Manila, hereinafter called the **"ENTITY"** of the one part and **MAROONSTUDIOS, INC.** represented by its Business Development Manager, **Ms. CARLA JEAN CRUZ**, duly organized and existing by virtue of the laws of the Republic of the Philippines with office address at 145 Mother Ignacia Avenue, South Triangle, Quezon City, hereinafter called the **"SUPPLIER"** of the other part.

WHEREAS, starting July 2022, Google will implement major changes about the access to the different features including limitations in the storage capacity;

WHEREAS, based on the University's current figures, the institutional account exceeds the capacity of 100TB wherein it already has 162TB of storage which contains 1.9 million varied documents;

WHEREAS, in order for the University to maintain and better manage our Google Workspace, PNU needs to upgrade its account to "Education Plus" to provide additional space and at the same time, assist the Management Information System Office (MISO) in terms of managing storage in each PNU Gmail account/s, as well as giving additional features and functions that can be used for online learning; and

WHEREAS, the Entity invited Bids for certain goods and ancillary services, viz., **Rebidding for the Renewal of License of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products) of Philippine Normal University (GD 2023-04-046a)** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **One Million Nine Hundred Ninety-Four Thousand Four Hundred Ninety-Six Pesos (Php 1,994,496.00)**, hereinafter called the **"CONTRACT PRICE"**.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
 - (a) Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any



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- (b) Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- (c) Performance Security;
- (d) Notice of Award of Contract; and the Bidder's conforme thereto; and
- (e) Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of **One Million Nine Hundred Ninety-Four Thousand Four Hundred Ninety-Six Pesos (Php 1,994,496.00)** or such other sums as may be ascertained, **MaroonStudios, Inc.** agrees to **Rebidding for the Renewal of License of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products) of Philippine Normal University** in accordance with his/her/its Bid.
4. The **Philippine Normal University** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

WHEREAS, the **CONTRACTOR** has offered his services to **ENTITY** and the latter is willing to accept the services of the former under such terms and conditions prescribed under this contract.

WHEREAS, the following documents, hereinafter referred to as Contract Documents, shall be deemed integral parts of this Contract, as fully as if hereto attached or herein stated, and shall continue to govern and control in full force and effect, the rights and obligations of the parties as if the documents were set forth in full, except as otherwise modified by mutual agreement in writing of both parties, to wit;

- Annex "A" Settlement of Disputes
- Annex "B" Termination of Contracts

This Agreement becomes binding and valid upon approval by the proper authorities.


WITNESS


CARLA JEAN CRUZ
SUPPLIER


JOSE M. OCAMPO JR.
VP-FA


BERT J. TUGA
PRESIDENT



Republic of the Philippines
PHILIPPINE NORMAL UNIVERSITY
Taft Avenue, Manila

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.


MAROONSTUDIOS, INC.

**REPUBLIC OF THE PHILIPPINES
PHILIPPINE NORMAL UNIVERSITY**


CARLA JEAN CRUZ
Business Development Manager


BERT J. TUGA
President


ROANN O. ESCINAS
Representative
Witness


JOSE M. OCAMPO JR.
Vice President for
Finance and Administration
Witness

CERTIFICATION AS TO AVAILABILITY OF FUNDS


RONNIE B. PAGAL
Accountant IV *CPA (101)*



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REPUBLIC OF THE PHILIPPINES)
CITY OF MANILA **QUEZON CITY** S.S.

ACKNOWLEDGEMENT

QUEZON CITY BEFORE ME, a Notary Public this Jul 19 day of 2023 2023 at the City of Manila, personally appeared:

Name	Gov't. ID No./CTC	Issued On/At
1. BERT J. TUGA		
2. CARLA JEAN CRUZ	P2251741C	DFA Manila

Known to me and to me known to be the same persons who executed the CONTRACT together with the ANNEXES consisting of seven (7) pages including this page of acknowledgement and they acknowledged to me that the same is their free and voluntary act and deed, as well as the free act and deed of the entities they represent respectively.

WITNESS MY HAND AND SEAL on the date and place first above written.

ATTY. ELISEO S. CALMA, JR.
Notary Public for Quezon City Until Dec. 31, 2023
NOTARY PUBLIC
PTR No. 4007120, December 2023.
IBP No. 225, Jan. 01, 2023
MCLE Comp. No. VII-0006924 / until April 14, 2025
AGM Matter No. NP-067 / (2022-2023)
20 Kamagong St., Sapamanai Village
East Fairview, Quezon City
TIN: 138-541-197-000

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