

**BAC RESOLUTION NO. 2025-12 RECOMMENDING THE AWARD OF CONTRACT
FOR RFQ NO. 2025-002 TO OTUS COPY SYSTEMS, INC.**

WHEREAS, the General Services of the Administrative Division requested for “One (1) Year Lease / Rental of Multifunction Photocopier Machines” with an Approved Budget for Contract (ABC) of **seven hundred twenty thousand pesos (PhP 720,000.00)**, as certified by the BAC Secretariat based on the inclusion in **APP 2025 - G-33** as of date of request;

WHEREAS, on **21 January 2025**, the Bids and Awards Committee (BAC) reviewed the said request through a pre-procurement conference;

WHEREAS, the People’s Television Network, Inc., through its BAC, advertised the Request for Quotation (RFQ) for the said request through Small Value Procurement under RFQ No. 2025-002 by posting it on the Philippine Government Electronic Procurement Service (PhilGEPS), the Network’s website, and on the bulletin board within the network’s premises, in accordance with the rules provided under Republic Act (R.A.) 9184 and its Implementing Rules and Regulations (IRR) on 06 February 2024

WHEREAS, on **14 February 2025**, during the opening of sealed quotations, four (4) prospective bidders submitted their quotations or proposals, namely, (1) **TETRA TECHNOLOGIES DISTRIBUTION, INC.**, (2) **GOLDEN CUP EXIM MARKETING CORPORATION**, (3) **COPY TECH ENTERPRISES**, and (4) **OTUS COPY SYSTEMS, INC.**;

WHEREAS, on the same date, the BAC conducted a preliminary review of the submitted quotations or proposals from the four (4) prospective bidders. Those who were declared as passed went through further evaluation;

ABSTRACT OF BID

BIDDER	BID OFFER	APPROVED BUDGET FOR THE CONTRACT (ABC)	REMARK
TETRA TECHNOLOGIES DISTRIBUTION, INC.	—	PHP 720,000.00	Failed
GOLDEN CUP EXIM MARKETING CORPORATION	—	PHP 720,000.00	Failed
COPY TECH ENTERPRISES	—	PHP 720,000.00	Failed

OTUS COPY SYSTEMS, INC.	PHP 648,000.00	PHP 720,000.00	Passed
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WHEREAS, on **17 February 2025**, the Technical Working Group (TWG), evaluated the eligibility requirements of **OTUS COPY SYSTEMS, INC.**, and found the following:

1. Submitted a quote of six hundred forty-eight thousand pesos (PhP648,000.00) which is well within the Approved Budget for the Contract (ABC).
2. The bidder did not submit the signed and notarized Omnibus Sworn Statement, as required by RFQ No. 2025-002. Bidders were required to submit this requirement along with their proposals on the day of submission.
3. The bidder, OTUS COPY SYSTEMS, INC., has offered two models: the *Fujifilm ApeosPort-IV C5575* and the *Fujifilm ApeosPort-V C5576*, each with different specifications. Below are the TWG's observations on the offered photocopier models.
 - The C5575 does not have Wi-Fi capability, whereas the C5576 does.
 - Neither of the offered models includes an electric sorter, but the bidder indicated compliance in the table.
 - The required continuous copying range of 1 to 999 has not been verified for either model.
 - The C5576 model has a copying speed of 27 ppm (pages per minute) for black and white and 25 ppm for color when printing A3. However, the end user requires a copying speed between 31 and 36 ppm.
 - The scanning speed of the C5575 is 70 ipm (images per minute) for both black and white and colored. For the C5576, however, the scanning speed is optional.

WHEREAS, on **20 February 2025**, during the presentation by the Technical Working Group (TWG) on the evaluation of the aforementioned project, one of the BAC members suggested holding a meeting with the supplier, OTUS COPY SYSTEMS, INC., to clarify certain details regarding the proposed photocopier model, which had been agreed upon by the body.

WHEREAS, on **21 February 2025**, the BAC Secretariat and a representative of Otus Copy Systems, Inc. held a brief meeting regarding the proposed model of the photocopier machines, during which the following points were discussed and clarified:

1. Some of the required specifications were not listed in the brochure. However, the machines are capable of meeting the required specifications.
2. Photos were provided (marked as Annex A) as proof that the machines meet the required specifications for the following:

- a. 1-999 continuous copies.
 - b. Wi-Fi capability using a router attached to the back of the photocopier machines. The router shall be provided by Otus Copy Systems, Inc.
 - c. Electronic sorting, with the term "collate" being used
 - d. A copy of the delivery receipt as proof of purchase of the units by Otus Copy Systems, Inc
3. The models **Apeosport-IV C5575** and **Apeosport-V C5576** have the same features and speed. They are simply different model series of Fuji Xerox.
 4. Both models comply with the required specifications of the end-user.
 5. The supplier is willing to conduct a product demonstration to verify all of the requirements.

WHEREAS, on February 20, 2025, the Bids and Awards Committee was reconstituted into two groups: BAC1 and BAC2, pursuant to the provisions of Republic Act (RA) No. 9184, its Revised Implementing Rules and Regulations (IRR), as amended by RA No. 12009 and its IRR;

WHEREAS, due to the change in the composition of the BAC members by virtue of Office Order No. 39 Strengthening and Reconstituting the Bids and Awards Committee of the People's Television Network, Inc. (PTNI), the remaining procurement projects handled by the previous set of BAC members have now been transferred to the newly reconstituted BAC;

WHEREAS, the previous set of TWG members had evaluated the bid proposal from OTUS before the reconstitution. However, the new set of TWG members convened and decided that they should conduct a site inspection and their own evaluation in order to prepare their own report;

WHEREAS, on 27 February 2025, the TWG and BAC Secretariat conducted a site visit at the OTUS Copy Systems office to inspect the multifunction photocopier machine and verify its manufacturing date. The table below shows the previous observations made by the TWG of the BAC before the reconstitution, along with the observations of the newly reconstituted BAC-2 TWG during the ocular inspection;

PREVIOUS BAC - TWG	BAC-2 TWG
<p>The bidder, OTUS Copy Systems, Inc., has offered 2 models</p> <ol style="list-style-type: none"> a. Fujifilm ApeosPort-IV C5575 b. Fujifilm ApeosPort-V C5576 <p>The C5575 does not have wi-fi capabilities, while the latter has.</p>	<p>During the inspection, the TWG was informed by the bidder that the item they intend to supply is the ApeosPort-V C5576, which is Wi-Fi capable. The same model was used for the demonstration. The availability of the product was also inquired about, to which the bidder responded that one (1) unit of the ApeosPort-V C5576 is in their office and additional units are stocked at their warehouse, ready for deployment.</p>
<p>Both models do not include an electric sorter. However, the bidder indicated compliance in the compliance table.</p>	<p>It was explained during the demonstration that the unit to be supplied uses a different term for electronic sorting. For brands like Fujifilm, the term used is "collate".</p>

BAC RESOLUTION NO. 2025-11 RECOMMENDING THE AWARD OF CONTRACT FOR RFQ NO. 2025-002 TO OTUS COPY SYSTEMS, INC.

PEOPLE'S TELEVISION NETWORK, INC.

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The required copying of 1 to 999 is not verified for both models	The copying feature was demonstrated to have a maximum output of 999 copies.
The copying speed on the model C5576 for A3 has 27 ppm (print per minute) for black and white, and 25 ppm for colored. While the end-user required copying speed between 31-36 copies per minute	In the technical requirements, it is not specifically said what paper copying speed is for. 1. A4 LEF / B4 LEF: B/W - 55 ppm, colored - 50 ppm 2. A4 / B5: B/W - 39 ppm, colored - 36 ppm 3. B4: B/W - 32 ppm, colored 29 ppm 4. A3: B/W - 27 ppm, colored 25 ppm
The scanning speed of C5575 is 70 images per minute for black and white and colored, while for C5576 scanning speed is optional	According to the bidder, the unit to be supplied has an automatic scanning feature.
The bidder did not submit a duly signed and notarized Omnibus Sworn Statement	The RFQ states that the OSS shall be submitted before the issuance of the Notice to Proceed.
	Other observations The manufacturing date of the product is not indicated in its GUI or serial number. The bidder also explained that the year of manufacture can be determined from their delivery receipt dated March 02, 2022, as products purchased in the first quarter are typically manufactured a year prior to delivery.

WHEREAS, the TWG then requested that the BAC-2 Secretariat ask the bidder for a document certifying their claims regarding the manufacturing date and features of the product to be supplied. In response, the bidder has submitted the certificate of manufacturing;


NOW, THEREFORE, on motion duly made and seconded, the **BAC-2** **HEREBY RESOLVES** to:

1. Declare **OTUS COPY SYSTEMS, INC.** as the bidder with a **Single Calculated and Responsive Quotation (SCRQ)** and recommend the award of contract to the Head of the Procuring Entity (HoPE) for the **"One (1) Year Lease / Rental of Multifunctions Photocopier Machines"**, RFQ No. 2025-002 in the amount of **six hundred forty-eight thousand pesos (PhP 648,000.00)** inclusive of taxes, duties and other levies.
2. Instruct the BAC Secretariat to prepare all necessary documents needed for the completion of the procurement process.

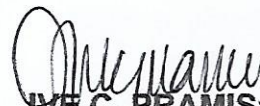
RESOLVED, this 19th day of March 2025, in PTV, Visayas Avenue, Diliman, Quezon City.


JASMINE B. BARRIOS
Chairperson, Bids and Awards Committee

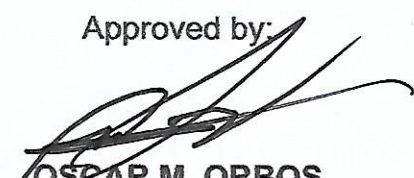

MA. THERESA LEAH G. AGUZAR
Vice-Chairperson, BAC


RONALDO N. YJARES
Member, BAC


EDMUND N. LAQUI
Member, BAC


IVE C. PRAMIS
Member, BAC

Approved by:


OSCAR M. ORBOS
Officer in Charge - Network General Manager
Head of Procuring Entity (HOPE)
date: _____