

**BIDS AND AWARDS COMMITTEE**

**RESOLUTION NO. 54 - 2023**

**DECLARING THE LOWEST CALCULATED AND RESPONSIVE BIDDER (LCRB)  
FOR THE RENTAL OF MULTI-FUNCTION DIGITAL PHOTOCOPYING MACHINES  
FOR FY 2024 / ITB-04-2024-G (EPA)**

**WHEREAS**, the Bureau of the Treasury (BTr), through the Bids and Awards Committee (BAC), invited prospective bidders to apply for eligibility and to bid for the Rental of Multi-function Digital Photocopying Machines for FY 2024 with an Approved Budget for the Contract (ABC) of Two Million One Hundred Thousand Pesos (PHP 2,100,000.00), inclusive of all applicable taxes;

**WHEREAS**, on October 24, 2023, the Invitation to Bid (ITB) No. 04-2024-G (EPA) was posted in the Philippine Government Electronic Procurement System (PhilGEPS), BTr website, and to BTr conspicuous places;

**WHEREAS**, on November 3, 2023, two (2) prospective bidders, namely, 1) U-Bix Corporation, and 2) Otus Copy Systems, Inc., attended the Pre-bid Conference;

**WHEREAS**, on November 16, 2023, two (2) bidders, namely, 1) U-Bix Corporation, and 2) Otus Copy Systems, Inc., submitted their technical and financial proposals through the [e-bids@treasury.gov.ph](mailto:e-bids@treasury.gov.ph);

**WHEREAS**, on November 16, 2023, the submitted Technical and Financial Bids were opened, read, and calculated as follows:

Name of Bidder	Bid as Read	Bid as Calculated	Variance from the ABC
Otus Copy Systems, Inc.	PHP 582,000.00	PHP 582,000.00	72.29%
U-Bix Corporation	PHP 1,590,000.00	PHP 1,590,000.00	24.29%

**WHEREAS**, pursuant to Resolution No. 23-2023 dated November 16, 2023, the BAC declared Otus Copy Systems, Inc., as the Lowest Calculated Bidder (LCB) and was subjected to Post-Qualification;

**WHEREAS**, the Technical Working Group (TWG) submitted their post qualification report which, after a holistic review, examination, validation and verification of all statements made and the legal, technical, financial documents submitted by Otus Copy Systems, Inc., the BAC found the same to be responsive and recommends the award of the contract to Otus Copy Systems, Inc.;

DECLARING THE LOWEST CALCULATED AND RESPONSIVE BIDDER (LCRB) FOR THE RENTAL OF MULTI-FUNCTION DIGITAL PHOTOCOPYING MACHINES FOR FY 2024 / ITB-04-2024-G (EPA)

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

- a. declare Otus Copy Systems, Inc., as the Lowest Calculated and Responsive Bidder (LCRB) for the Rental of Multi-function Digital Photocopying Machines for FY 2024;
- b. recommend the award for the Rental of Multi-function Digital Photocopying Machines for FY 2024 for the Contract Price of Five Hundred Eighty-Two Thousand Pesos (PHP 582,000.00), inclusive of all applicable taxes; and
- c. recommend the foregoing for the approval of the Officer-in-Charge - Bureau of the Treasury, as Head of the Procuring Entity (HOPE).

**RESOLVED** at the Bureau of the Treasury, Intramuros, Manila, this 22nd day of December 2023.

**ATTY. RAYMUNDO U. TAN** (Sgd.)  
Director III, Administrative Service  
Provisional Member

**ATTY. FATIMA MIANA J. RODRIGUEZ**  
(Sgd.)  
Officer-in-Charge, SDD  
Member

**CYNTHIA C. AGBIN** (Sgd.)  
CTOO II, BBD  
Member

**AMOR ROLLYN D. DAIS** (Sgd.)  
CTOO II, ARD and OIC-AAMD  
Member

**ATTY. WILLIAM A. BELUSO, JR., CESO IV**  
(Sgd.)  
Director III, LS  
Vice-Chairperson

**EDUARDO ANTHONY G. MARIÑO III**  
(Sgd.)  
Deputy Treasurer of the Philippines  
Chairperson

**APPROVED / DISAPPROVED**

**SHARON P. ALMANZA** (Sgd.)  
Officer-in-Charge

Date: \_\_\_\_\_