



OFFICE OF THE MAYOR

NOTICE OF AWARD

28 June 2022

MICROIMAGING SALES AND SERVICES INC.

2/F Sunnyvale Building,
2247 Don Chino Roces Ave,
Makati City

Dear Sir/Madam:

In connection with the NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT for the **Purchase of Scanner (Color Duplex)** under **Purchase Request No. 100-22-06-754**, the Bids and Awards Committee resolved to recommend the award of the contract to **MICROIMAGING SALES AND SERVICES INC.** in the amount of **One Hundred Fifty Thousand Pesos Only (Php 150,000.00)**

This serves as formal notice of the award of the contract in your favor. You are hereby requested to execute the contract with the City and to submit relevant documents as required under the Implementing Rules and Regulations of R.A. 9184, if any, within ten (10) calendar days upon receipt of this Notice. Failure to execute the contract and to submit relevant documents (as applicable) within the above-mentioned period may result in the cancellation of the award of the contract in your favor.

Very truly yours,

VICTOR MA. REGIS N. SOTTO
City Mayor

By authority of the City Mayor:

ATTY. JERONIMO U. MANZANERO
City Administrator

Conforme: MARTIN JEREMY U. CASTRO
Authorized Representative
MICROIMAGING SALES AND
SERVICES INC.

Date: Aug. 19, 2022



OFFICE OF THE MAYOR

NOTICE TO PROCEED

25 August 2022

Date

MICROIMAGING SALES AND SERVICES INC.

2/F Sunnyvale Building,
2247 Don Chino Roces Ave,
Makati City

Dear Sir/Madam:

We wish to inform you that your contract for the **Purchase of Scanner (Color Duplex)** covered by Purchase Order No. 22-08-1874 has been duly approved.

You are hereby directed to perform your obligations as stipulated in the contract. No revisions of the contract shall take effect unless approved in writing by this office.

Very truly yours,

VICTOR MA. REGIS N. SOTTO
City Mayor

By authority of the City Mayor:


ATTY. JERONIMO U. MANZANERO
City Administrator

Conforme: 
MARTIN JEREMY U. CASTRO
Authorized Representative
**MICROIMAGING SALES AND
SERVICES INC.**

Date: Aug. 25. 2022



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier: <u>MICROIMAGING SALES AND SERVICES INC.</u>	P.O. No.: <u>22-08-1874</u>
Address: <u>2/F Sunnyvale Building, 2247 Don Chino Rocas Ave. Makati City</u>	Date: <u>19 August 2022</u>
Mode of Procurement: <u>SMALL VALUE PROCUREMENT</u>	

Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <u>Central Supply Office</u>	Delivery Term: <u>30 Calendar days</u>
Date of Delivery: _____	Payment Term: <u>within 45 days upon completion of delivery</u>

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	UNIT/S	6	Scanner (Color Duplex), KODAK ALARIS E1035 Document Scanner Minimum Specifications: Scanner Type: Sheet-fed, one-pass duplex color scanner Photoelectric Device: Color Contact Image Sensor (CIS) Optical Resolution : 600 dpi Color Bit Depth: v30-bit input Grayscale Bit Depth: v24-bit output Light Source: v3-color RGB LED Scanning Speed: 35 ppm/70 ipm: 300 dpi Black & White, Color, Gray Automatic Document Feeder Capacity: 80 sheets Document Sizes: *Paper Size Minimum : 2"x2" *Paper Size Maximum 8.5"x14"	25,000.00	150,000.00
Other Features: -Seamless compatibility with document management systems includes TWAIN and ISIS drivers for easy integration with existing software. -Scan directly to online storage accounts2 intuitively scan to Dropbox,SharePoint,Evernote,FileBound, Google Drive and more. -Designed for dependability enhanced features include Double Feed Detection Skip,SLOW Speed Mode and programmable jobs. -Generate searchable and editable files scan to editable Word and Excel files3 or searchable PDF files, OCR software included. -Send scans to any computer on your network, optional Network interface Unit available for workgroup sharing.					

Control No. **3542** GRAND TOTAL : **Php 150,000.00**

Total Amount in Words One Hundred Fifty Thousand Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Conforme : <u>MARTIN JEREMY U. CASTRO</u> (Signature over printed name of Supplier) <u>Aug. 20, 2022</u> Date	Very truly yours, <u>VICTOR MA. REGIS N. SOTTO</u> (Authorized Official) City Mayor
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Requisitioning Office/Dept. : <u>JOSEPH R. PANALIGAN</u> (Authorized Official)	Funds Available : <u>JUVY A. CUENCO</u> Chief Accountant	Amount : <u>₱ 150,000.-</u> OBR No. : <u>100-2206-0043</u>
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PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier: MICROIMAGING SALES AND SERVICES INC.
Address: 2/F Sunnyvale Building, 2247 Don Chino Rocés Ave. Makati City

P.O. No.: 22-08-1874
Date: 19 August 2022
Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Central Supply Office
Date of Delivery : _____

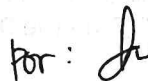
Delivery Term : 30 Calendar days
Payment Term : within 45 days upon completion of delivery

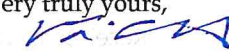

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
			***** Nothing Follows ***** For the Use of City Health Department for Universal Health Care		


Control No. **3542** GRAND TOTAL : **Php 150,000.00**

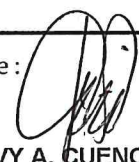
Total Amount in Words One Hundred Fifty Thousand Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Conforme: for: 
MARTIN JEREMY U. CASTRO
(Signature over printed name of Supplier)
Aug. 26, 2022
Date

Very truly yours,

VICTOR MA. REGIS N. SOTTO
(Authorized Official)
City Mayor 

Requisitioning Office/Dept.:

JOSEPH R. PANALIGAN
(Authorized Official)

Funds Available: 
JUVY A. CUENCO
Chief Accountant

Amount: ₱ 150,000.-
OBR No.: 100-2206-0093



SVP

RESOLUTION TO AWARD

WHEREAS, in line with the procedure for Negotiated Procurement - Small Value Procurement, the Bids and Awards Committee (BAC) posted the Request for Quotation for the **Purchase of Scanner (Color Duplex)** as stated in Purchase Request No. 100-22-06-754 with an Approved Budget for the Contract of **One Hundred Sixty-Two Thousand Pesos Only (Php 162,000.00)**, in the Philippine Government Electronic Procurement System (PhilGEPS), at a conspicuous place reserved for this purpose in the premises of the procuring entity, and the City Government website;

WHEREAS, in response to the Request for Quotation, the following suppliers/contractors submitted a quotation which were opened on 27 June 2022, and with the following amounts:

SUPPLIER	PRICE OFFER	REMARKS
MICROIMAGING SALES AND SERVICES INC.	Php 150,000.00	PASSED
BUSINESS MACHINES CORPORATION	Php 155,940.00	FAILED – Not original Omnibus Sworn Statement and Secretary's Certificate
ACCESSORIES AND SUPPLIES DEPOT INC.	Php 187,140.00	FAILED - Overbid

WHEREAS, after deliberation, the BAC determined that **MICROIMAGING SALES AND SERVICES INC.** submitted the Lowest Calculated Responsive Quotation/Proposal amounting to **One Hundred Fifty Thousand Pesos Only (Php 150,000.00)**;

WHEREFORE, BE IT RESOLVED, as it is hereby resolved, that in consideration of the foregoing, the BAC recommends the award of the contract for the **Purchase of Scanner (Color Duplex)** to **MICROIMAGING SALES AND SERVICES INC.** for the total amount of **One Hundred Fifty Thousand Pesos Only (Php 150,000.00)**.

DONE in Pasig City, this 27 JUNE, 2022.


ATTY. JOSEPHINE C. LATI-BAGAOISAN
Chairperson



DR. STUART G. SANTOS
Vice Chairperson


ARCH. LEA V. OLIVAR
Member

070422



MELANIE B. DE MESA
Member



ROBERT ANTHONY C. SIY III
Member

-NOT PRESENT-
ATTY. RAUL G. CORALDE
Member



DR. EMMA MEJIA-SANCHEZ
Member

Approved:

By the Authority of the City Mayor



ATTY. JERONIMO U. MANZANERO
City Administrator