



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 Procurement of Multi-Function Machine with 2 Cassette Trays and Multi-Function Colored Laser Printer with Reverse Auto Document Feeder, as stated in Purchase Request No. 100-22-05-667 with an Approved Budget for the Contract of Four Hundred Thousand Pesos Only (Php 400,000.00), 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 20 June 2022, and with the following amounts:

SUPPLIER	PRICE OFFER		
SVL TRADING INC.	Php 250,699.00		
COPYLANDIA OFFICE SYSTEMS	Php 399,980.00		

WHEREAS, the Pasig City Children's Hospital, as end-user, evaluated the technical specifications of the products offered by the suppliers and found that only the product offered by Copylandia Office Systems complied with all the technical specifications for the Multi-Function Machine with 2 Cassette Trays and Multi-Function Colored Laser Printer with Reverse Auto Document Feeder, as indicated in the comparative matrix on technical specification (refer to Specifications of Multi-Function Machine with 2 Cassette Trays; and Specifications of Multi-function Colored Laser Printer with Reverse Auto Document Feeder);

WHEREAS, after deliberation, the BAC determined that COPYLANDIA OFFICE SYSTEMS submitted the Lowest Calculated and Responsive Quotation/Proposal amounting to Three Hundred Ninety-Nine Thousand Nine Hundred Eighty Pesos Only (Php 399,980.00);

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 Procurement of Multi-Function Machine with 2 Cassette Trays and Multi-Function Colored Laser Printer with Reverse Auto Document Feeder, as proposed and submitted by the Pasig City Children's Hospital to COPYLANDIA OFFICE SYSTEMS for the total amount of Three Hundred Ninety Nine Thousand Nine Hundred Eighty Pesos Only (Php 399,980.00).

DONE in Pasig City, this __July 27 _____, 2022/.

ATTY. JOSEPHINE C. LATI-BAGAOISAN 7/3

Chairperson

MELANIE B. DE MESA Member ROBERT ANTHONY C. SIY III

Member

-Not Present-ATTY. RAUL G. CORALDE Member -Not Present-DR. EMMA MEJIA-SANCHEZ Member

Approved:

By the Authority of the City Mayor

ATTY. JERONIMO U. MANZANERO



(Authorized Official)

Supplier :	COPYLANDIA OFFICE SYSTEMS CORP. P.O.					.O. No.: 22-08-1889		
Address: SGT. Bumatay, Corner Katarungan, Brgy. Plainview,				andaluyong City	Date :	ate: August 18,2022 ode of Procurement: SMALL VALUE PROCUREMENT		
entlemen:	Please fur	nish this offic	e the following articles s	subject to the terms	and conditions co	ontained herein:	The street pressure	
Place of De	-	Pasig City Chil	dren's Hospital	min tance in a large	Delivery Term : Payment Term :	30 Calendar days within 45 days upon	completion of delivery	
Date of De	elivery :			1667	Larana Libera	UNIT		
NO.	UNIT	QTY	DES	SCRIPTION	Payarias filia ; I grignosas ricos	COST	AMOUNT	
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and the second s		v. if not blec.	Copier, Printer, Scann Printing and Copying s	speed A4: up to	Range to 28-30ppr Range to 14-18pp	7. Prece/Dan		
			Paper Feeder	2v500 e	heet cassette (A5-A	3, 60-220 gsm) bypass tray (A5-A3, 60	0-220 asm)	
			Paper Format	Δ6-Δ3 CI	stomised paper size	es on men u		
			Printable Area Warm up time	Approx 20	seconds or lower	97mm, length: 139.7-	23711111	
			Weight Controller	Embed	6.5 kg or lower(with one of the ded controller with 1	.2 GHz -touchscreen		
			Memory	System	memory standard	2,048 MB; Systems ha	ard disk 250	
			GB Resolution	Max 1,8	300 x 600 dpi or high	her MB,SMTP, WebDAV		
			Network protocols Emulation	PCI 6	(XL3.0) PCL 5: Pos	tcript3 (CPSI 3016) X	PS SR 2 0	
			Interfaces Driver	Windo	ws Vista/7/8/8.1 (3)	aseT/1000 BaseT, US 2/64) Windows server	55 2.0,	
			2003/2003R2/2008/2	008R2 (32/64) Macinto Direct	nrint of PCI PS. II	FF. APS. PUF, CILLY	oted PDF files	
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		, January D	watermark; carbon co Mobile printing:	Δirnrint	(iOS); Mopria(Andro	oid); Google Cloud Prin	nt (optional)	
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In of one	case of the	failure to make	the full delivery within the ti delay shall be imposed.	me specified above, a	penalty of one tenth	(1/10)		
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	(Signa	OMEO A. PE sture over printed	d name of Supplier)			City Mayo	or some	
		D)ate					
Requisit	tioning Off	ice/Dept.:	Funds	Available:		Amount:		
Requisit	tioning Off	ice/Dept.:	Funds	: Available :		Amount:		
	Ju	ice/Dept.:	-14	JUVY A. CUE		Amount:	AND THE	

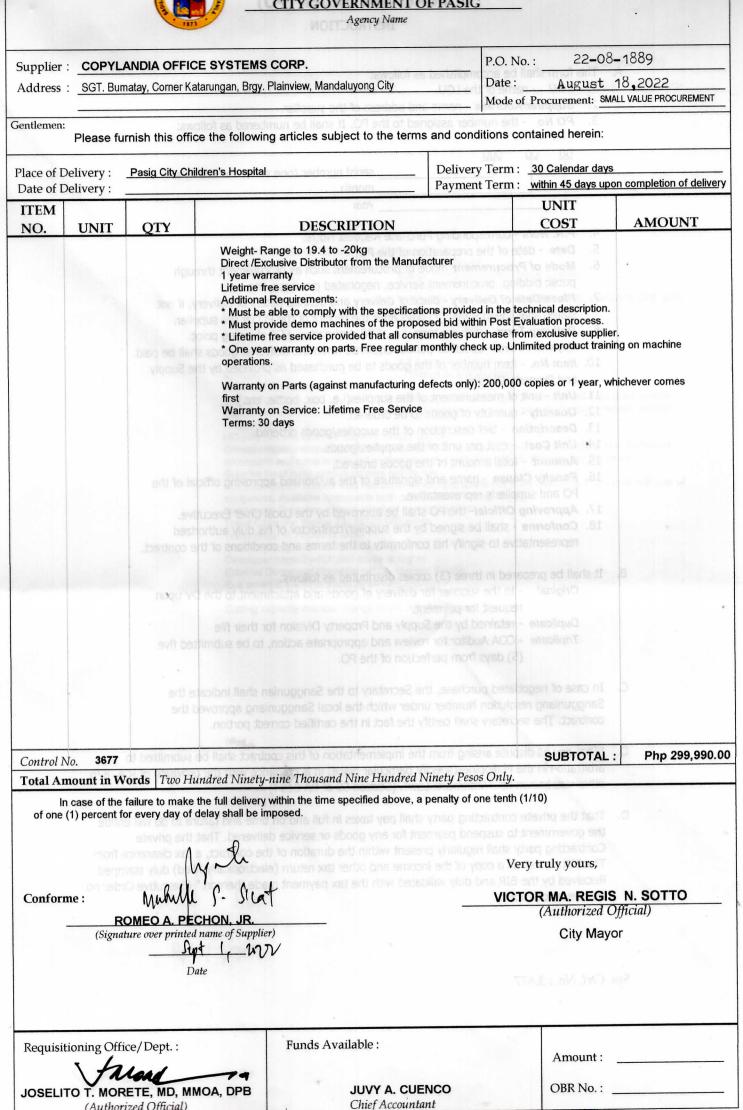
JUVY A. CUENCO Chief Accountant



CITY GOVERNMENT OF PASIG

Agency Name

Supplier	COPYL	ANDIA OFFIC	NDIA OFFICE SYSTEMS CORP.			P.O. No.: 22-08-1889			
Address	: SGT. Bur	matay, Corner Katarungan, Brgy. Plainview, Mandaluyong City			A STATE OF THE PARTY OF THE PAR	Date: August 18,2022 Mode of Procurement: SMALL VALUE PROCUREMEN			
Gentlemen:	Dlease fu	urnish this office	e the following articles subject to the	he terms a	eza radmun arli	3. PO No			
				Т	000	<u>ço</u> <u>po</u>			
Place of D Date of D	-	Pasig City Child	Iren's Hospital	The state of the s		: 30 Calendar days : within 45 days upo	on completion of deliv		
ITEM NO.	UNIT	QTY	DESCRIPTIO	N		UNIT COST	AMOUNT		
		e the	WebDAV/Me/Home/USB/DPWS, Nesolution Scanning Speed Size of originals Scanning formats docx, xlsx, searchable PDF, PDF/A Document Feeder Copy-pre-selection Zoom First A4 copy Memory Hard disk Range to 250-300 GB Copier Functions adjustment test print, digital art functions (opt), stamping HD-polymerised toner for superior i Consumables/spareparts shall be a spareparts and consumable will not Supplier must have service centers Not more than P 30,000 cost maintiequipment. Available nationwide bo Nationwide Branches-please attach Toner Capacity: Range 23,000-25, Toner price- P 10,000 or lower Drum capacity: 100,000 prints or h Developer capacity-600,000 prints External Document Shredder with A Eco smart 0.1 watt in stand by mod Quantity sheets- 150-170 sheets, 8 Cutting capacity manual- Range to	Max 600 : Range 45 Max A3 TIFF, PD A6-A3 (1 1-9999 or 25-400% 5.3 secor Range Chapter, ctions, job se image quality available in the tincrease by anationwide tenance kit, s oth consumanced service of 000 prints higher or higher Automatic Fe de 60 gsm 6-7 sheets,	x 600 dpi 5-50 opm(colour/l DF, Compact PDF DF 00 originals) higher in 0.1 % stepsauds or lower to 2-5GB RAM cover and page in etting memory, po y ne next five (5) ye y more than 10% spareparts not me bles and sparepa centers eeder 80 gsm	r, JPEG, XPS, Computer of the	print/screen) beat, overlay manufacture ars.		
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		ords Two Hun	dred Ninety-nine Thousand Nine Hu	ındred Nine	ety Pesos Only.	ero ni notalidio erostratori del			
	ne:		S-Slat HON. JR. ame of Supplier) To d		Vict	ry truly yours, OR MA. REGIS (Authorized O	fficial) r		
	oning Offic	ce/Dept.:	Funds Available :	A. CUENCO	0	Amount :			





CITY GOVERNMENT OF PASIG Agency Name

Supplier	COPYL	COPYLANDIA OFFICE SYSTEMS CORP. SGT. Bumatay, Corner Katarungan, Brgy. Plainview, Mandaluyong City Date					B - 1889
							Date: August 18,2022
			anthon and the speeds to be	no smen	Mode o	f Procurement: SMAI	LL VALUE PROCUREMENT
Gentlemen:	Please fu	rnish this offic	ce the following articles subject to the terr	ms and cond	litions co	ontained herein:	
Place of D Date of D		Pasig City Chi	dren's Hospital			30 Calendar days within 45 days upor	n completion of deliver
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NO.	UNIT	QTY	DESCRIPTION	nos salenos	-	COST	AMOUNT
2	UNIT	1 rigu	Multi-Function Colored Laser Printer wi Auto Document Feeder (Legal Size On		ent to ed	99,990.00	99,990.00
		y, it not	*Free initial toner 100% full (C,M, Y, K) table, DEVELOP INEO 1-unitColored Printer	and pedest	al		
			Speed:33 pages per minute or higher		- mel	S. Delivery	
		bisq ad lier	Warm up time:Approx. 13 seconds or less 1st copy out time:5.6 seconds for black, 6.		color	1. Payment	
		e Supply	Panel size/resolution:10.1" / 1024 x 600 System memory:5,120 MB		in men -		
			System hard disk:256 GB (standard) or high		t of mea		
			Interface:10/100/1,000-Base-T Ethernet; L Automatic Document	JSB 2.0	titneuþ-		
			Feeder:80 originals, A5-A4, Dualscan ADF Paper Input Capacity:600 sheets or higher			13. Description	
			Manual bypass:100 sheets or higher				
		ed to le	Output capacity:250 sheets or higher Print Resolution:1,800 x 600 dpi; 1200 x 12	200 dpi	-	16. Panalgr C	
			Scan speed:45 ipm in simplex or higher Operating System:Windows, Macintosh, U	Jnix, Linux, Citi	rix		
			Toner technology:HD polymerised toner for	or superb quali			
		nzeg e contract.	Warm-up time:approx. 13 seconds or less Multicopy:1 - 9,999 or higher		e of evide	renesenta	
		.279.0(607.0	Magnification:25-400% in 0.1% steps; auto Copy/print volume:Recommended 6,500 p		r		
			Toner:Black up to 13,000 pages, CMY up	to 55,000 pag	es	It shall be pres	
		u o g n Vo	Imaging unit:Black up to 159,000 pages, C Power consumption:220 - 240 V; Less tha		Juu pages	Indinal C	
Purchase o	f Multi-function	Machine with 2	Cassette Tray and Multi-Function Colored Laser Printe	er with Reverse	Auto Docur	ment Feeder for the use	of Pasig City
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		2011					
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Control No	3677	i submitted t	ne implementation of this contract shall be	ising from th	15 57U/G	RAND TOTAL:	Php 399,980.00
Total Am	ount in Wo	rds Three Hi	undred Ninety-nine Thousand Nine Hundred	d Eighty Peso	s Only.	D'III NODE DICHS	
		every day of d	nt for any goods or service delivered. The			(01) That the private the government Contracting pa	
		filled) duly sta (Eyecutive (1 - 91			truly yours,	
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	(O.G.min	Soft	1, 202			City Mayor	
		Dat	2				

 $Requisitioning\ Office/\ Dept.:$

JOSELITO T. MORETE, MD, MMOA, DPB

Funds Available:

Amount: \$\begin{aligned}
100 - 2062.06 - 0249-4431
\end{aligned}

JUVY A. CUENCO



CITY GOVERNMENT OF PASIG

Agency Name

Supplier: COPYLANDIA OFFICE SYSTEMS CORP. Address: SGT. Bumatay, Corner Katarungan, Brgy. Plainview, Mandaluyong City				SINT RETREETED	P.O. No.: 22-08-1889			
Address	: SGT. Bu	matay, Corner Ka		Date: August 18,2022 Mode of Procurement: SMALL VALUE PROCUREMENT				
Gentlemen:		urnish this offic	e the following articles subject to the	e terms and condit	ions contained herein:			
Place of D Date of D		Pasig City Chile	dren's Hospital		Term: 30 Calendar days Term: within 45 days upo	n completion of deliver		
ITEM			year		UNIT			
NO.	UNIT	QTY	DESCRIPTION	T.	COST	AMOUNT		
		dogh rv. Y nat glier.	System Dimension:W-420mm x D-52 System weight:Approx. 39 kg. Direct Supplier/Exclusive Distributor 1 year warranty Lifetime free service Delivery: Within 15 to 30 Calendar da	ys upon receipt and	confirmation of Purchase Or	der.		
			**************************************	*******	***			
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Purchase o	f Multi-functio	n Machine with 2 C	assette Tray and Multi-Function Colored Laser		to Document Feeder for the use	of Poois City		
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			fact in the certified correct portion.		contract. The secrets			
Control No) bedimdus to	nplementation of this contract shall I	il efti mort graahs	GRAND TOTAL :	Php 399,980.00		
-	ount in Wo		ndred Ninety-nine Thousand Nine Hun	0 0				
In o	case of the fa	ailure to make the	e full delivery within the time specified abo	ve, a penalty of one t	enth (1/10)			
or one (1) percent lo	every day or der	ay shall be imposed.					
			or any goods or service delivered. The					
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Conforme	e:	Mille "	1. Muit		/ICTOR MA. REGIS			
		MEO A. PECH			(Authorized Offi	icial)		
	(Signutu	re over printed na	1 voz		City Mayor			
		Date						
				X				
Poquisitio	ning Office	/Dont :	Funds Available					

JOSELITO T. MORETE, MD, MMOA, DPB

JUVY A. CUENCO()

Amount: \$\begin{aligned}
& 299, 980.- \\
& 100 - 2022 - 06- \\
& 0249 - 4031
\end{aligned}



PURCHASE ORDER CITY GOVERNMENT OF PASIG

		18	118enty ivi	arrac					
Supplier	: COPYL	ANDIA OFFI	CE SYSTEMS CORP.		P.O. N	o.: 22 - 08-	-1889		
Address: SGT. Bumatay, Corner Katarungan, Brgy. Plainview, Mandaluyong City						Date: August 18,2022 Mode of Procurement: SMALL VALUE PROCUREMENT			
Gentlemen:		urnish this offi	ce the following articles subject to the	terms and co	nditions co	ontained herein:			
Place of D		Pasig City Ch	ildren's Hospital		2	30 Calendar days	n completion of delivery		
ITEM			189Y			UNIT			
NO.	UNIT	QTY	DESCRIPTION			COST	AMOUNT		
		ugh i rect half be raid i Supply al of the ve.	System Dimension:W-420mm x D-52 System weight:Approx. 39 kg. Direct Supplier/Exclusive Distributor 1 year warranty Lifetime free service Delivery: Within 15 to 30 Calendar da ************************************	ys upon receipt a	and confirm ******* THE PROPERTY OF THE PROPE	ation of Purchase Or manual ation			
Purchase c	o muni-runcuc		Cassette Tray and Multi-Function Colored Laser		t aysb (E) deted pur shlubon M	In case of pega Sangguniang re	or Pasig City		
Control N	o. 3677	en persimdas	spiementation of this contract shall be	ng from the la	isha shuk	RAND TOTAL :	Php 399,980.00		
Total Am	ount in W case of the percent fo	failure to make to revery day of control of the failure to make th	name of Supplier)	ove, a penalty of	sos Only. one tenth (1 Ver	MODEL MODEL MODEL	N. SOTTO		
				1					

Requisitioning Office/Dept.: Mary

Funds Available :

Amount: 9 399, 980, -





NOTICE TO PROCEED

September 01,2022

Date

COPYLANDIA OFFICE SYSTEMS

Sgt. Bumatay, Corner Katarungan, Brgy. Plainview, Mandaluyong City

Dear Sir/Madam:

We wish to inform you that your contract for the **Procurement of Multi-Function**Machine with 2 Cassette Trays and Multi-Function Colored Laser Printer

with Reverse Auto Document Feeder for the use of the Pasig City Children's

Hospital under Purchased Request No. 100-22-05-667, covered by Purchase Order

No. 22-08-1889 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:

ROMEO A. PECHON, JR.

Authorized Representative COPYLANDIA OFFICE SYSTEMS

Date: Cuf





NOTICE OF AWARD

August 03,2022

Date

COPYLANDIA OFFICE SYSTEMS

Sgt. Bumatay, Corner Katarungan, Brgy. Plainview, Mandaluyong City

Dear Sir/Madam:

In connection with the NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT for the **Procurement of Multi-Function Machine with 2 Cassette Trays and Multi-Function Colored Laser Printer with Reverse Auto Document Feeder** for the use of the Pasig City Children's Hospital under Purchase Request No. 100-22-05-667, the Bids and Awards Committee resolved to recommend the award of the contract to **COPYLANDIA OFFICE SYSTEMS** in the amount of **Three Hundred Ninety Nine Thousand Nine Hundred Eighty Pesos Only (Php 399,980.00)**.

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:

City Administrator

michell t. sicot

ROMEO A. PECHON, JR.
Authorized Representative

COPYLANDIA OFFICE SYSTEMS

Date:

Conforme:

Ang 18, 2122