



**DEPARTMENT OF ENERGY  
BIDS AND AWARDS COMMITTEE**

**Resolution No. 208 s. 2024**

**A RESOLUTION RECOMMENDING THE AWARD OF CONTRACT THROUGH  
PUBLIC BIDDING FOR THE PROCUREMENT OF SUPPLY AND DELIVERY OF  
ADMINISTRATIVE SERVICES ICT EQUIPMENT FOR CY2024**

**WHEREAS**, the Bids and Awards Committee (BAC) conducted a Competitive Bidding, particularly Public Bidding for the Procurement of Supply and Delivery of Administrative Services ICT Equipment for CY2024 with an approved budget for the contract (ABC) in the amount of Php2,755,000.00;

**WHEREAS**, this procurement has been included in the Department's CY 2024 Annual Procurement approved by the Secretary Raphael P. M. Lotilla;

**WHEREAS**, the pre-procurement conference was conducted during the Regular BAC Meeting No. 8 on 14 March 2024; and the aforementioned procurement was approved for posting on the websites of DOE and PhilGEPS through public bidding by the BAC;

**WHEREAS**, the Invitation to Bid was posted continuously in the websites of DOE and PhilGEPS from 5 April to 2 May 2024 as required under Section 21, Rule VII of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A) 9184;

**WHEREAS**, the pre-bid conference was conducted on 18 April 2024 wherein Four (4) prospective bidders participated in the proceeding;

**WHEREAS**, the opening of the Technical Proposals including the Eligibility Requirements and Financial Proposals was held on 2 May 2024;

**WHEREAS**, two (2) bidders submitted Technical Proposals including the Eligibility Requirements and Financial Proposals, of which details as follows:

Particulars	ABC	Bids (Php)	
		Inkbiz Ventures, Inc.	Xitrix Computer Corporation
Lot 1 – 23 Units Laptop with Number Pad	1,840,000.00	1,570,670.00	<b>1,387,268.00</b>
Lot 2 – 3 Units LaserJet Printer and 2 Units Heavy Duty All-in-One Printer	190,000.00	<b>152,250.00</b>	No Bid
Lot 3 – 5 Units Duplex Sheet-fed Document Scanner and 2 Units High-Speed Document Scanner	725,000.00	<b>647,250.00</b>	No Bid
Total	2,755,000.00	2,370,170.00	1,387,268.00

**WHEREAS**, the post-qualification evaluation of both Inkbiz Ventures, Inc. and Xitrix Computer Corporation was conducted by the BAC-TWG on 14 May 2024;

**WHEREAS**, based on the result of the post-qualification submitted by the BAC-TWG as indicated in the attached summary of their evaluation citing that the said procurement complies with the requirement of RA 9184 for Public Bidding as adopted by the BAC in its Regular BAC Meeting No. 20 on 6 June 2024, endorsing the award of contract to **Inkbiz Ventures, Inc.** and **Xitrix Computer Corporation** for being the **Lowest Calculated Responsive Bidder** are hereby recommended;

**NOW, THEREFORE**, in view of the foregoing, and upon motion duly made by J.O. BRAGADO, the proponent of the activity, the BAC has resolved, as hereby it is, **RESOLVED** to:

1. **APPROVE** the BAC-TWG findings and recommendation for the award of contract for the Procurement of Supply and Delivery of Administrative Services ICT Equipment for CY2024 to **Inkbiz Ventures, Inc.** and **Xitrix Computer Corporation** in the amounts of **Seven Hundred Ninety-Nine Thousand Five Hundred Pesos Only (Php799,500.00)** and **One Million Three Hundred Eighty-Seven Thousand Two Hundred Sixty Eight Pesos Only (Php1,387,268.00)** respectively;

**Inkbiz Ventures, Inc.**

Particulars	ABC	Bids (Php)
		Inkbiz Ventures, Inc.
Lot 2 – 3 Units LaserJet Printer and 2 Units Heavy Duty All-in-One Printer	190,000.00	<b>152,250.00</b>
Lot 3 – 5 Units Duplex Sheet-fed Document Scanner and 2 Units High-Speed Document Scanner	725,000.00	<b>647,250.00</b>
Total	<b>915,000.00</b>	<b>799,500.00</b>

**Xitrix Computer Corporation**

Particulars	ABC	Bids (Php)
		Xitrix Computer Corporation
Lot 1 – 23 Units Laptop with Number Pad	1,840,000.00	<b>1,387,268.00</b>
Total	1,840,000.00	<b>1,387,268.00</b>

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2. **RECOMMEND** to the Head of Procuring Entity, the approval of the award of the above-mentioned contract; and,
3. **FURNISH** the Commission on Audit, for its information and reference, a copy of this Resolution immediately after its approval by the Head of Procuring Entity;

**RESOLVED AND ADOPTED** by the DOE Bids and Awards Committee, Regular BAC Meeting No. 20 on 6 June 2024 at Energy Center, Rizal Drive, Bonifacio Global City, Taguig City, Metro Manila.

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**Usec. G. C. J. BACORDO**  
Chairperson

\_\_\_\_\_  
**Asec. M. C. MARASIGAN, CESO III**  
Vice-Chairperson

\_\_\_\_\_  
**Dir. A. T. TENAZAS, CESO IV**  
Member

\_\_\_\_\_  
**Asst. Dir. R. I. ROMERO**  
Member

\_\_\_\_\_  
**Dir. A. C. A. NAVARRO**  
Member

\_\_\_\_\_  
**Dir. M. P. CEREZO**  
Alternate Member

\_\_\_\_\_  
**J. O. BRAGADO**  
End-user

**APPROVED BY:**

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**FELIX WILLIAM B. FUENTEBELLA**  
Undersecretary

\_\_\_\_\_  
DEBM/JJAD/TeamD



Republic of the Philippines  
DEPARTMENT OF ENERGY  
(Kagawaran ng Enerhiya)



JUN 14 2024

2024-06-234-NOA208

### NOTICE OF AWARD (NOA)

**MR. MARLOU B. LIBAO**

Account Manager  
Xitrix Computer Corporation  
23 Detroit Street cor. Don Egea Street  
Brgy. Pinagkaisahan, Cubao, Quezon City

**Dear Mr. Libao:**

This is to inform you that upon the recommendation of the Bids and Awards Committee (BAC), we hereby award to **Xitrix Computer Corporation** the contract for the Procurement of Supply and Delivery of Administrative Services ICT Equipment for CY2024 in the amount of **One Million Three Hundred Eighty-Seven Thousand Two Hundred Sixty-Eight Pesos Only (Php1,387,268.00)**.

Particulars	ABC	Bids (Php)
		<b>Xitrix Computer Corporation</b>
Lot 1 – 23 Units Laptop with Number Pad	1,840,000.00	<b>1,387,268.00</b>
Total	1,840,000.00	<b>1,387,268.00</b>

NOA shall be concurred within three (3) days upon notification. Please return the signed NOA to the BAC Secretariat within same period and failure to do so shall constitute sufficient ground for the cancellation of this Award without prejudice to other available remedy and sanctions that DOE may resort to.

To guarantee performance of the obligation under this contract, you are required to submit a Performance Security (PS) and signed contract within ten (10) calendar days from receipt of this NOA. The PS shall be the form and amount as provided in Section 39.2 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Thank you.

Very truly yours,

**FELIX WILLIAM B. FUENTEBELLA**  
Undersecretary

Received By:

Signature over Printed Name

Position and Company

Date and Time Received



2024-06-235-NOA208\_\_\_\_\_

### NOTICE OF AWARD (NOA)

**MS. ANALYN F. ORACION**

Business Development Manager  
Inkbiz Ventures, Inc.  
470 Purok 8, Gen. E. Aguinaldo Highway  
Barangay Lalaan II, Silang Cavite

**Dear Ms. Oracion:**

This is to inform you that upon the recommendation of the Bids and Awards Committee (BAC), we hereby award to **Inkbiz Ventures, Inc.** the contract for the Procurement of Supply and Delivery of Administrative Services ICT Equipment for CY2024 in the amount of **Seven Hundred Ninety-Nine Thousand Five Hundred Pesos Only (Php799,500.00)**.

Particulars	ABC	Bids (Php)
		Inkbiz Ventures, Inc.
Lot 2 – 3 Units LaserJet Printer and 2 Units Heavy Duty All-in-One Printer	190,000.00	<b>152,250.00</b>
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Total	<b>915,000.00</b>	<b>799,500.00</b>

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DEPARTMENT OF ENERGY  
(Kagawaran ng Enerhiya)



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Thank you.

Very truly yours,

**FELIX WILLIAM B. FUENTEBELLA**  
Undersecretary

Received By:

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Signature over Printed Name

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Position and Company

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Date and Time Received