

### Resolution Declaring LCRB and Recommending Approval

**WHEREAS**, the City Government of Naga advertised and posted the Invitation to Bid of the **Supply, Installation, Configuration, Testing, Commissioning and Engineering Services for Video Conferencing Systems (1 lot), Contract Reference Number: 2022-042**, in the City Government of Naga website (www.naga.gov.ph), the PhilGEPS and at conspicuous place at the premises of the City Government of Naga continuously for 7 days from November 24 to December 1, 2022;

**WHEREAS**, in response to the said advertisement, only one prospective bidder purchased bid documents;

**WHEREAS**, said bidder its bid on December 14, 2022 and passed the preliminary examination of bid;

**WHEREAS**, the bid proposal found to be substantially complying:

| Item No.                   | Qty. | Unit | Items   | Approved Budget for the Contract (ABC) | Bid Amount (As Read) | % Variance from ABC |
|----------------------------|------|------|---|--|----------------------|---------------------|
| 1                          | 1    | lot  | Supply, Installation, Configuration, Testing, Commissioning and Engineering Services for Video Conferencing Systems (1 lot), with the following components:<br>1. 3 units Ultra-HD Conference Cam System with Automatic Camera Control<br>2. 4 units All-In-One PC with movable cabinet for video controller set up and storage<br>3. 6 units Video Tripod Kit<br>4. 3 units NDI Conference PTZ Camera with POE Injector<br>5. 3 units USB 3.0 HDMI.Video Capture Card<br>6. 1 unit 65" UHD Smart TV Wireless Display with Mounting Bracket<br>7. 1 unit 75" Ultra HD (UHD) Smart TV Wireless Display with Mounting Bracket<br>8. 1 unit 360 watts Soundbar<br>Note: Equipment, delivery and installation must be completed within 30 days from receipt of Notice to Proceed; and, please refer to the attached Terms of Reference for eligibility requirements, technical specifications and other details | 2,100,000.00                           | 1,999,888.00         | 4.77                |
| <b>TOTAL AMOUNT OF BID</b> |      |      |   | <b>2,100,000.00</b>                    | <b>1,999,888.00</b>  | <b>4.77</b>         |

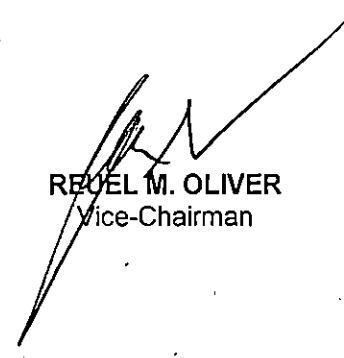
WHEREAS, upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted by the Bidder with the Single Calculated Bid, its bid has been found to be responsive;

NOW, THEREFORE, We, the Members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED:

- a) To declare **COMSPEC MARKETING**, as the Bidder with the Single Lowest Calculated and Responsive Bid for the **Supply, Installation, Configuration, Testing, Commissioning and Engineering Services for Video Conferencing Systems (1 lot), Contract Reference Number: 2022-042,;** and,
- b) To recommend for approval by the City Mayor of the City Government the foregoing findings.

RESOLVED, this 22nd day of December, 2022.

  
**ALEXANDER N. CANING**  
BAC Chairperson

  
**REUEL M. OLIVER**  
Vice-Chairman

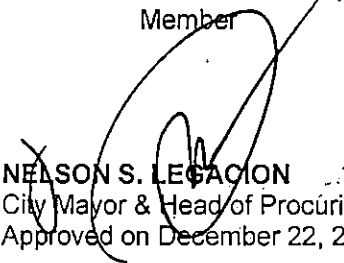
  
**MCGYVER GERARD S. ORBINA**  
Member

  
**FRANCISCO M. MENDOZA**  
Member

  
**FLORENCIO T. MONGOSO, JR.**  
Member

  
**ARTHUR F. ABONAL**  
Member

**PAUL JOHN F. BARROSA**  
Member

  
**NELSON S. LEGACION**  
City Mayor & Head of Procuring Entity  
Approved on December 22, 2022.



Republic of the Philippines  
**CITY OF NAGA**

J. Miranda Ave., Concepcion Pequeña, Naga City 4400

**BIDS AND AWARDS COMMITTEE (BAC)**



## NOTICE OF POST-QUALIFICATION

December 22, 2022

**MR. EDGAR ANGELO Y. VILLEGAS**

Proprietor

**COMSPEC MARKETING**

#3 Catmon 1 St., Cor. Magsaysay Avenue

Bgy. Balatas, Naga City

Dear Sir:

This has reference to the procurement for the **Supply, Installation, Configuration, Testing, Commissioning and Engineering Services for Video Conferencing Systems (1 lot)** at the SP Session Hall and Conference Room, CMO Conference Room and Green Room, **Project/Contract Reference Number: 2022-042**, which was conducted last December 14, 2022.

Upon careful verification, validation and ascertainment of all your statements made and the legal, technical and financial documents submitted as the bidder with the Lowest Calculated Bid (LCB), please be informed that you have passed all the criteria for post-qualification, and, you are hereby declared as the bidder with the Lowest Calculated and Responsive Bid (LCRB) and recommended for award.

Very truly yours,

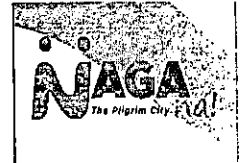
  
**ALEXANDER N. CANING**  
BAC Chairperson

Received by the Bidder:

Date: 12/23/2022



Republic of the Philippines  
**CITY OF NAGA**  
J. Miranda Ave., Concepción Pequeña, Naga City 4400  
**BIDS AND AWARDS COMMITTEE (BAC)**



## NOTICE OF AWARD

December 22, 2022

**MR. EDGAR ANGELO Y. VILLEGAS**  
Proprietor  
**COMSPEC MARKETING**  
#3 Catmon 1 St., Cor. Magsaysay Avenue  
Bgy. Balatas, Naga City

Dear Sir:

We are happy to notify you that your Bid dated **December 14, 2022** for execution of the **Supply, Installation, Configuration, Testing, Commissioning and Engineering Services for Video Conferencing Systems (1 lot)** at the SP Session Hall and Conference Room, CMO Conference Room and Green Room, **Project/Contract Reference Number: 2022-042**, for the Contract Price of equivalent to **ONE MILLION NINE HUNDRED NINETY NINE THOUSAND EIGHT HUNDRED EIGHTY EIGHT (Php 1,999,888.00) PESOS**, as corrected and modified in accordance with the Instructions to Bidders is hereby accepted.

You are hereby required to provide within ten (10) days the performance security in the form and the amount stipulated in the Instructions to Bidders. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Very truly yours,

**NELSON S. LEGACION**  
City Mayor & Head of Procuring Entity

Confirme

*Edgar*  
**EDGAR ANGELO Y. VILLEGAS**

Date: 12/23/2022

# CONTRACT AGREEMENT

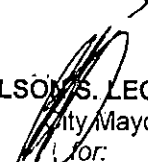
THIS AGREEMENT made the 28th day of DEC, 20 22 between the City Government of Naga, Naga City, Philippines (hereinafter called "the Entity") of the one part and Comspec Marketing of #3 Catmon 1 St., Cor. Magsaysay Avenue, Bgy. Balatas, Naga City (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Supply, Installation, Configuration, Testing, Commissioning and Engineering Services for Video Conferencing Systems (1 lot)** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **One Million Nine Hundred Ninety Nine Thousand Eight Hundred Eighty Eight (P 1,999,888.00) Pesos** (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
  - i. Philippine Bidding Documents (PBDs);
    - i. Schedule of Requirements;
    - ii. Technical Specifications;
    - iii. General and Special Conditions of Contract; and
    - iv. Supplemental or Bid Bulletins, if any
  - ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;  
  
Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
  - iii. Performance Security;
  - iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
  - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.
3. In consideration for the sum of **One Million Nine Hundred Ninety Nine Thousand Eight Hundred Eighty Eight (P 1,999,888.00) Pesos** or such other sums as may be ascertained, Comspec Marketing agrees to supply, installation, configuration, testing, commissioning and engineering services for video conferencing systems (1 lot), in accordance with his/her/its Bid.
4. The *City Government of Naga* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

  
**NELSON S. LEGACION**  
City Mayor  
for:  
City Government of Naga

  
**EDGAR ANGELOY VILLEGAS**  
Authorized Representative  
for:  
Comspec Marketing

### Acknowledgment

SUBSCRIBED AND SWORN to before me this DEC 28 2022 day of 2022, at NAGASAMA, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her \_\_\_\_\_ [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_

Witness my hand and seal this DEC 28 2022 day of 2022

  
**ALY ROMEO S. LATA**



Republic of the Philippines  
**CITY OF NAGA**  
J. Miranda Ave., Concepcion Pequeña, Naga City 4400  
**BIDS AND AWARDS COMMITTEE (BAC)**



## NOTICE TO PROCEED

December 28, 2022

**MR. EDGAR ANGELO Y. VILLEGAS**  
Proprietor  
**COMSPEC MARKETING**  
#3 Catmon 1 St., Cor. Magsaysay Avenue  
Bgy. Balatas, Naga City

Dear Sir:

The attached Contract Agreement having been approved, notice is hereby given to **COMSPEC MARKETING** that work may commence on the **Supply, Installation, Configuration, Testing, Commissioning and Engineering Services for Video Conferencing Systems (1 lot)** at the SP Session Hall and Conference Room, CMO Conference Room and Green Room, **Project/Contract Reference Number: 2022-042** effective one (1) calendar day after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. - Keep one copy and return the other to the City Government of Naga.

Very truly yours,

**NELSON S. LEGACION**  
City Mayor & Head of Procuring Entity

I acknowledge receipt of this Notice on 1/3/23

Name of the Representative of the Bidder: EDGAR ANGELO Y. VILLEGAS

Authorized Signature: 