

BIDS AND AWARDS COMMITTEE FOR GOODS (BAC-G)

PROCUREMENT OF ONE (1) YEAR SUBSCRIPTION LICENSE OF CLOUD DOCUMENT SERVICES PLATFORM (AODOCS) FOR THE KNOWLEDGE MANAGEMENT SYSTEM

RESOLUTION NO. BG-2023-055

WHEREAS, the Bases Conversion and Development Authority (BCDA), through its Information and Communications Technology Department (ICTD), intends to procure the one (1)-year subscription license of **Cloud Document Services Platform (AODOcs) for the Knowledge Management System** through Direct Contracting pursuant to Section 50 of Article XVI of Republic Act (RA) No. 9184 and Annex H, V (A) of the 2016 Revised Implementing Rules and Regulations (RIRR) of RA 9184;

WHEREAS, BCDA has been using the AODOcs Software since 2018 and ICTD is satisfied with the AODOcs Software performance, including the services provided by its sole reseller in the Philippines, Kollab Guru Group, Inc.;

WHEREAS, on 27 September 2023, the AODOcs, as the principal software company, issued a letter stating that Kollab Guru Group, Inc. is its sole authorized reseller of **Cloud Document Services Platform (AODOcs) for the Knowledge Management System** in the Philippines that demonstrates, promotes, markets, distributes, installs, supports and provides instruction for certain AODOcs software;

WHEREAS, in the 08 November 2023 memorandum of ICTD, the Officer-in-Charge, Senior Vice President of Corporate Services Group approved the procurement of the one (1)- year subscription of Cloud Document Services Platform (AODOcs) Software Licenses with an approved budget in the amount of Pesos: **One Million Five Hundred Twenty-One Thousand Four Hundred Fifty-One and 80/100 (Php1,521,451.80)**, inclusive of VAT and all applicable taxes and fees for one hundred eighty (180) licenses;

WHEREAS, a Pre-Procurement Conference was held on 17 November 2023, wherein the BAC-G recommended the revision of the justification presented based on agreements made and to re-endorse memorandum to BAC-G;

WHEREAS, on 19 December 2023, the 2nd Pre-Procurement Conference was conducted wherein the BAC-G approved the recommendation of the ICTD to proceed with the procurement of the subscription license of the **Cloud Document Services Platform (AODOcs) for the Knowledge Management System** through Direct Contracting;

WHEREAS, the AODOcs was integrated to the Google Workspace platform, taking advantage of its built-in security, collaboration and other cloud functionality. It also maximizes the storage and file management component of Google Drive. With the AODOcs platform, the ICTD was able to develop and implement thirteen (13) database and office automation systems in-house, to wit:

- a. Electronic Document Tracking System (eDTS) for CY 2020, 2021, 2022 and 2023;
- b. Vehicle Request Module;
- c. Board Materials Request Module;
- d. Acumatica Request Module;

- e. eMerchant Registry System;
- f. Documented Information Request Module;
- g. Bonds and Insurance Monitoring System;
- h. TCT Management System;
- i. Internal Audit Monitoring System; and
- j. LSD Reviews and Opinions Monitoring System;

WHEREAS, ICTD indicated that changing the system shall require three (3) years and two (2) months for the development and implementation of all the existing database or information system in the AODocs platform;

WHEREAS, based on the evaluation of the license usage and market sounding of ICTD, the procurement of the one (1)-year subscription license is essential for the BCDA to continue and maximize the use of the Cloud Document Services Platform (AODocs). Furthermore, there are no similar product in the local market that can be integrated into the Google Workspace platform that can maximize the capabilities for collaboration and workflow approval with notifications which are built in-house for BCDA;

WHEREAS, since the Kollab Guru Group, Inc. is the sole reseller of **Cloud Document Services Platform (AODocs) for the Knowledge Management System** in the Philippines, the said license can be procured through Direct Contracting pursuant to Section 50 (b) and (c) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 and Annex H, V (A) of the 2016 Revised Implementing Rules and Regulations (RIRR) of RA 9184, which states that:

“Section 50. Direct Contracting.

Sec. 50. Direct Contracting. - Direct Contracting may be resorted to only in any of the following conditions:

- (a) x x x*
- (b) When the Procurement of critical components from a specific manufacturer, supplier or distributor is a condition precedent to hold a contractor to guarantee its project performance, in accordance with the provisions of his contract; or,*
- (c) Those sold by an exclusive dealer or manufacturer which does not have sub-dealers selling at lower prices and for which no suitable substitute can be obtained at more advantageous terms to the government.*

V. SPECIFIC GUIDELINES

A. DIRECT CONTRACTING

- 1. Definition.** *Direct Contracting or single source procurement is a method of procurement of goods that does not require elaborate Bidding Documents. The supplier is simply asked to submit a price quotation or a pro-forma invoice together with the conditions of sale. The offer may be accepted immediately or after some negotiations.*

Direct Contracting may be resorted to under any of the following conditions:

x x x"

NOW, THEREFORE, We, the Members of the Bids and Awards Committee for Goods, hereby **RESOLVE**, as it is hereby **RESOLVED**, to recommend the following:

1. To award the contract for the procurement of one (1) year subscription license of Cloud Document Services Platform (AODocs) Licenses for the Knowledge Management System to Kollab Guru Group, Inc. in the amount of Pesos: **One Million Five Hundred Twenty-One Thousand Four Hundred Fifty-One pesos and 80/100 (P1,521,451.80)** inclusive of VAT and all applicable taxes and fees for 180 licenses; and
2. To direct the Information and Communications Technology Department (ICTD), as the end-user unit, to furnish the BAC-G with copies of the duly conformed Notice of Award, Notice to Proceed, and signed agreement/contract.

RESOLVED, at the BCDA Corporate Office on 18th day of December 2023.

BIDS AND AWARDS COMMITTEE (BAC) FOR GOODS

[REDACTED]
RICHARD BRIAN M. CEPE
Chairperson

[REDACTED]
JOCELYN C. CANIONES
Vice Chairperson

[REDACTED]
RANDOLPH C. AUSTRIA
Member

[REDACTED]
MARIA JOSEFINA V. PE
Member

[REDACTED]
ATTY. MARICEL C. SANTOS
Member

Approved by:

[REDACTED] 2/22/23
ATTY. GISELA Z. KALALO
Executive Vice President