

18 December 2020

**ADELIANA SY-LU**

Authorized Representative  
INTEGRATED COMPUTER SYSTEMS, INC.  
Limketkai Building, Ortigas Ave, San Juan  
1502 Metro Manila

Subject: **NOTICE OF AWARD**  
**Rebidding of BCDA IT Equipment and Software 2020**

Dear **Ms. Sy-Lu**:

The Bases Conversion and Development Authority (BCDA) hereby awards the contract to **INTEGRATED COMPUTER SYSTEMS, INC.** for the **Rebidding of BCDA IT Equipment and Software 2020** in the amount of **Two Million Five Hundred Sixty-Seven Thousand Four Hundred Thirty-Nine Pesos and 00/100 (Php2,567,439)**, inclusive of all applicable taxes and fees.

You are therefore required, within ten (10) calendar days from the receipt of this Notice of Award, to:

1. Formally enter into contract with BCDA and comply with all the documentary requirements; and
2. Post a Performance Security denominated in Philippine Pesos in any of the form and in the amount stipulated in Section 39.2 of the revised IRR of RA 9184 which shall be posted in favor of BCDA and which shall remain valid until the issuance of Certificate of Final Acceptance, as follows:

FORM OF PERFORMANCE SECURITY	AMOUNT OF PERFORMANCE SECURITY (Equal to Percentage of the Total Contract Price)
a. Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)


b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
c. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or	Thirty percent (30%)


Failure to enter into said contract and/or provide the Performance Security shall constitute sufficient ground for cancellation of the award.

Please indicate your "Conforme" by signing in the space provided for below and return the same to BCDA after signing.

Thank you.

Very truly yours,

  
**AILEEN AN. R. ZOSA**  
Executive Vice President and Chief Operations Officer  
Date: \_\_\_\_\_

Conforme: 

**MS. ADELIANA SY-LU**  
Authorized Representative  
Date: 29 Dec 2020

**BACG2020-0130**



# PURCHASE ORDER

**PO Number** PO001726

*(Please quote this number on all related correspondence, delivery/shipping papers and invoice)*

**TO:**

INTEGRATED COMPUTER SYSTEMS, INC.  
Limketkai Building, Ortigas Ave, San Juan  
1502 Metro Manila

**DELIVER/SHIP TO:**

Bases Conversion and Development Authority  
2F Bonifacio Technology Center  
31st Street corner 2nd Avenue BGC  
Taguig NCR 1634

Contact Name: ADELIANA SY-LU

Contact Name: Procurement Division

Tel No.:

Tel No.: 8575-1700

TIN:

55626000

Fax No.:

8816-0978

TIN:

002-219-694-000

PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Date of Delivery	Delivery Term	Payment Term
12/29/2020	0001422	ICTD	Public Bidding	12/29/2020	60 CD upon issuance of NTP	CREDIT 30

Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	4.00	unit	DESKTOP COMPUTER	72,200.00	288,800.00
2	16.00	unit	NOTEBOOK/LAPTOP, Notebook 13"	69,087.50	1,105,400.00
3	3.00	unit	PC WORKSTATION, Laptop	99,575.00	298,725.00
4	1.00	unit	NOTEBOOK/LAPTOP, Macbook Pro 13"-High End	154,514.00	154,514.00
5	2.00	unit	WIRELESS ACCESS POINT	80,000.00	160,000.00
6	7.00	unit	NOTEBOOK/LAPTOP, Notebook 15"	80,000.00	560,000.00

NOTE: : ICTD-VARIOUS IT EQUIPMENT AND SOFTWARE FOR 2020  
PURCHASE REQUEST NO.0002021

<b>PESOS:</b> TWO MILLION FIVE HUNDRED SIXTY SEVEN THOUSAND FOUR HUNDRED THIRTY NINE AND 00/100 PESOS ONLY	<b>2,567,439.00</b>
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**Terms and Conditions:**

This Purchase Order (PO) shall be governed by the General Terms and Conditions printed at the back hereof

*Note: Please attach the original copy of this order together with the DELIVERY RECEIPT and SALES INVOICE in the triplicate.*

FUNDS AVAILABLE:

01-12-2021

**HEDDA Y. RULONA**

Vice President

Budget and Revenue Allocation Department

Approved by:

*Aileen An. R. Zosa*  
**AILEEN AN. R. ZOSA**

01-13-2021

Executive Vice President

Recommended by:

*Carlos F. Quita*  
**BGEN CARLOS F QUITA (RET)**

Senior Vice President, CSG

I hereby certify that I am authorized representative of the company and that by affixing my signature, it shall bind the company I am representing to the terms and conditions of the PO and all applicable provisions of RA 9184 and its revised IRR and other applicable government rules.

I further certify that the above prices, which were quoted in the Request for Quotation (RFQ), are inclusive of all taxes, freight, insurance and all other incidental expenses necessary for its delivery.

**CONFORME:**

*Adeliana Sy-Lu*  
**Adeliana Sy-Lu**

Date Received: 15 Jan 2021

Printed Name and Signature of Authorized Representative

<i>(The supplier shall sign and return the acknowledgement copy to BCDA-Procurement or through fax within five (5) working days after issuance.)</i>									
<b>KINDLY REFAX TO 5751785 OR EMAIL <a href="mailto:ifdavid@bcda.gov.ph">ifdavid@bcda.gov.ph</a></b>							<b>THANKS.</b>		

<b>TERMS AND CONDITIONS</b>	
<b>1. Obligations of Supplier (Awardee)</b>	
a.	Cause the signing of the approved Purchase Order (PO) by the authorized representative of the company.
b.	Deliver the Goods within the agreed date of delivery, reckoned from the date the PO was signed in "Conforme" by the authorized representative of the supplier.
c.	Submit the original copy of the PO supported by the Delivery Receipt and Sales Invoice (in triplicate) for the processing of payment.
<b>2. Obligations of BCDA</b>	
a.	Acknowledge receipt of Goods delivered, if found in accordance with the technical specifications.
b.	Pay the Supplier according to the terms of Payment in the PO.
c.	Facilitate of Issuance of gate pass, if necessary.
<b>3. Penalty Clause</b>	
a.	Liquidated damage in the amount of one-tenth (1/10th) or one percent (1%) of total value of the contract shall be deducted for each day of delay and failure of the contractor/supplier to make the delivery within the specified date of each delivery.
b.	In case of partial delivery a liquidated damage in the amount of one tenth (1/10) or one percent (1%) of total value of the undelivered portion of the contract shall be deducted for each day of delay for failure of the contractor/supplier to make the delivery within the specified date of each delivery.
c.	Facilitate of Issuance of gate pass, if necessary.
<b>4. Contract Termination</b>	
The BCDA may terminate the contract for the reason of default in any of the following conditions:	
a.	Failure by the winning supplier to accept the award or refusal to sign the PO in "Conforme by" the authorized representative.
b.	Outside of force majeure, failure of the Supplier to deliver or perform any or all of the Goods within the period(s) specified in the contract, or within the extension thereof granted by the BCDA pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contract price (Section IIIA. 1.b, Appendix 4 of the revised IRR).
c.	As a result of force majeure, failure of the Supplier to deliver or perform any or all of the Goods, amounting to at least (10%) of the contract price, for the period of not less than sixty (60) calendar days after receipt of the notice to the BCDA stating that circumstance of force majeure is deemed to have ceased (Section IIIA. 1.b, Appendix 4 of the revised IRR)
d.	Failure of the Supplier to perform any other obligations under the Contract (Appendix 4, Section IIIA. 1.C, Appendix 4 of the revised IRR).
<b>5. Blacklisting of Supplier</b>	
For refusal to accept an award, or enter into contract or perform the obligations as agreed, without justifiable cause after it has been adjudged as having the Lowest Calculated and Responsive Bid (LCRB), BCDA shall include the winning Supplier in the list of BCDA Blacklisted Suppliers for the period of one (1) year.	

## NOTICE TO PROCEED

29 December 2020

**MS. ADELIANA SY-LU**  
Authorized Representative  
**Integrated Computer Systems, Inc.**  
Limketkai Building, Ortigas Ave, San Juan  
1502 Metro Manila

Subject: **NOTICE TO PROCEED**  
**Rebidding of BCDA IT Equipment and Software 2020**

Dear **MS. SY-LU**:

With the approval of Purchase Order No.001726 (attached), notice is hereby given to **Integrated Computer Systems, Inc.**, to proceed with the supply and delivery of the **Procurement of BCDA IT Equipment and Software 2020** for BCDA, according to the terms and conditions of the said PO within sixty (60) working days upon receipt of this Notice Proceed.

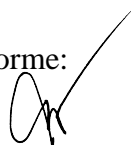
Please indicate your concurrence by signing the Notice to Proceed on the space below "Conforme" and return the same upon signing.

Very truly yours,

 01-13-2021  
**AILEEN AN. R. ZOSA**

Executive Vice President and Chief Operations Officer

Conforme:



01-13-20213

**MS. ADELIANA SY-LU**  
Authorized Representative  
Date: 15 Jan 2021