



Bases Conversion and Development Authority

**BIDS AND AWARDS COMMITTEE FOR GOODS**

**RESOLUTION NO. 2013-21**

**RENEWAL OF LOTUS NOTES/DOMINO SERVER AND  
CLIENT ACCESS LICENSES THRU DIRECT CONTRACTING**

**WHEREAS**, the Information Technology and Communications Department (ICTD), in its memorandum to the BCDA President and CEO dated 5 April 2013, requested for approval on the renewal of Lotus Notes/Domino Server and Client Access Licenses with our current provider, the Interlink Business Solutions Inc.;

**WHEREAS**, that said request was approved by Management on 17 April 2013, subject to post-confirmation of Legal Services Department (LSD) opinion given last 8 November 2006 regarding procurement/renewal of software licenses thru direct contracting;

**WHEREAS**, ICTD, in compliance thereof, submitted its request for clarification to LSD to validate the legal opinion rendered by then LSD group on software license renewal;

**WHEREAS**, LSD, in its memorandum to ICTD dated 25 April 2013, affirmed the opinion held by then LSD group referring to Section 50(a) of the IRR of R.A. 9184 which provides that:

*“Section 50, Direct Contracting, - Direct Contracting may be resorted to only in any of the following conditions: (a) Procurement of goods of proprietary nature, which can be obtained only from the proprietary source, i.e. when patents, trade secrets and copyrights prohibit others from manufacturing the same item;...”*

**WHEREAS**, upon deliberation of the Bids and Awards Committee on 11 June 2013, it was determined that instead of Section 50(a), Section 50(b) of the IRR of R.A. 9184 is the appropriate section to refer to in this procurement, to wit:

*“Section 50, Direct Contracting, - Direct contracting may be resorted to only in any of the following conditions: (b) When the procurement of critical components from a specific supplier is a condition precedent to hold a contractor to guarantee its project performance, in accordance with the provisions of its contract; ...”*

**WHEREAS**, the current Lotus Notes Domino license provider has served BCDA since 2007, and their expertise and knowledge of our mail system setup and related system implementation is invaluable in providing timely support, updates and fixes when required. A new provider will have to study and review the setup before they are up to speed. Turnaround time and resolution speed can thus suffer, affecting BCDA's means to communicate and conduct business electronically.

**WHEREAS**, Lotus Notes Mail System is considered as an integral part of how BCDA does its business and such as is classified confidential, thus, third party exposure to the system should be limited to prevent data and information leakage. BCDA risks exposure should a different provider come in for each renewal.

**WHEREAS**, ICTD, in its memorandum to BAC for Goods dated 21 May 2013, submitted quotations/proposals from two (2) other distributors of said license for purposes of determining if BCDA's current provider, Interlink Business Solutions Inc. (IBSI), has submitted the lowest price as follows:

<u>PROVIDER</u>	<u>PRICE</u>
Interlink Business Solutions Inc. (IBSI)	P 904,940.00
MSI-ECS Phils, Inc.	995,436.80
Technopaq Inc.	1,045,202.00

**WHEREAS**, Interlink Business Solutions Inc. (IBSI), not only has the lowest price but they also provide value added services free of charge equivalent to the amount of Php206,080.00 with details as follows:

Server Support	P 112,000.00
Notes Domino 8 Technical Training	P 94,080.00

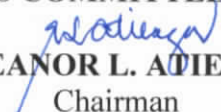
**NOW, THEREFORE**, foregoing premises considered, We, the Members of the Bids and Awards Committee, hereby **RESOLVE**, as it is hereby resolved, to recommend:

The award of procurement/renewal of Lotus Notes/Domino Server and Client Access Licenses to **Interlink Business Solutions Inc. (IBSI)**, thru Direct Contracting pursuant to Section 50 of the IRR of R.A. 9184, as amended in the amount of **NINE HUNDRED FOUR THOUSAND NINE HUNDRED FORTY PESOS & 00/100 (Php904,940.00)**, inclusive of all applicable taxes and fees, subject to the following conditions:

1. Subject procurement is included in the updated Annual Procurement Plan (APP) for CY 2013; and
2. The requisites for the procurement under Direct Contracting pursuant to the same are complied with.

**RESOLVED**, at the BCDA Corporate Office, this 11<sup>th</sup> day of June 2013.

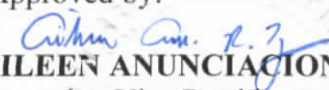
**BIDS AND AWARDS COMMITTEE (BAC) FOR GOODS**

  
**ELEANOR L. ADIENZA**  
Chairman

  
**BLAISE MARIE E. ALARAS**  
Vice Chairman

*On Official Business*  
**HEDDA LOURDES Y. RULONA**  
Member

*On Official Business*  
**ELVIRA V. ESTANISLAO**  
Member  
  
**PATRICK ROEHL C. FRANCISCO**  
Member

Approved by:  
  
**AILEEN ANUNCIACION R. ZOSA**  
Executive Vice President

Republic of the Philippines  
Office of the President



Base Conversion and Development Authority

**NOTICE OF AWARD**

01 July 2013

**INTERLINK BUSINESS SOLUTIONS, INC.**  
Unit 1103 Jollibee Center Bldg.  
San Miguel Avenue, Ortigas Center  
Pasig City

**Subject: Lotus Notes/Domino Server and Client Access License Renewal**

Dear Madam:

We are pleased to notify you that the contract for the **Renewal of Lotus Notes/Domino Server and Client Access Licenses** for CY 2013 is hereby awarded to you at a contract price amounting to **PESOS: NINE HUNDRED FOUR THOUSAND NINE HUNDRED FORTY & 00/100 (P904,940.00)**, inclusive of all applicable taxes and fees.

The contract shall be issued in the form of a Purchase Order effective upon receipt of the same.

Within ten (10) calendar days from the receipt of this Notice of Award, you are required to formally enter into contract with BCDA provided, however, that all documentary requirements are complied with. Failure to enter into the said contract shall constitute a sufficient ground for the cancellation of this Award.

Thank you.

Very truly yours,

*Aileen Anunciacion R. Zosa*  
**AILEEN ANUNCIACION R. ZOSA**  
Executive Vice President

Conforme:

**MS. MELISSA P. DE GUZMAN**  
Account Officer

Date: *Melissa P. de Guzman* July 4, 2013

1660 - 918



Republic of the Philippines  
 Office of the President  
 BASES CONVERSION AND DEVELOPMENT AUTHORITY  
 2/F Bonifacio Technology Center, 31st Street Crescent Park West  
 Bonifacio Global City, 1634-Taguig City  
 VAT Reg. TIN 002-219-694-000

**PURCHASE ORDER**

To: INTERLINK BUSINESS SOLUTIONS, INC.	Vendor Number PO Number	30021 4900000671
Unit 1103 Jollibee Centre Bldg. Pasig City Attention: Melissa Paguia TIN: 043004849384	PO Date	15 July 2013
	Terms of Payment	Within 30 days Due net
	Mode of Procurement	Direct Contracting
Place of Delivery:	Date of Delivery:	
2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City Tel No.: 575-1700 Loc.: 1782/1784 Fax No.: 816-1030	Within FIFTEEN (15) calendar days after date of receipt thereof	

NO.	MATERIAL NUMBER AND DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
00010	300004 A/M-LOTUS NOTES MAINTENANCE Annual Maintenance Renewal License for BCDA IBM Lotus Domino for CY 2013 - 560VU IBM Lotus Domino Enterprise Server Processor Value Unit (PVU) Annual SW Subscription & Support Renewal (E020KLL) - 200 lic IBM Lotus Domino Enterprise Client Access License Authorized User Annual SW Subscription & Support Renewal (E07UMLL)	1	LOT	807,982.14	807,982.14

\*\*\*nothing follows\*\*\*

Sub-Total 807,982.14  
 Plus: VAT 96,957.86

TOTAL (Inclusive of VAT): Php 904,940.00  
 PESOS: NINE HUNDRED FOUR THOUSAND NINE HUNDRED FORTY ONLY

Requisitioning Office/Dept:  
 ICTD for BCDA Corporate Wide use.

Reference SAP PR Number: 50000928

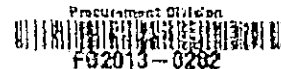
Terms and Conditions:

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 your DELIVERY RECEIPT and SALES INVOICE in triplicate.

APPROVED BY:

*Aileen Anunciacion R. Zosa*  
 AILEEN ANUNCIACION R. ZOSA  
 Executive Vice President



*Melissa P. De Guzman*  
 Melissa P. De Guzman 7/17/13

*[Handwritten initials and marks]*

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Office of the President  
BASES CONVERSION AND DEVELOPMENT AUTHORITY  
2/F Bonifacio Technology Center, 31st Street Crescent Park West  
Bonifacio Global City, 1634 Taguig City  
VAT Reg. TIN 002-219-694-000  
**PURCHASE ORDER**

To: INTERLINK BUSINESS SOLUTIONS, INC.	Vendor Number PO Number	30021 4900000671
Unit 1103 Jollibee Centre Bldg. Pasig City Attention: Melissa Paguia TIN: 043004849384 Tel No: 637-1925 TO 27 Fax No: 637-1930	PO Date	15 July 2013
	Terms of Payment	Within 30 days Due net
	Mode of Procurement	Direct Contracting
Place of Delivery:	Date of Delivery:	
2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City Tel No.: 575-1700 Loc.: 1782/1784 Fax No.: 316-1030	Within FIFTEEN (15) calendar days after date of receipt thereof.	

I hereby certify that I am the 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, including its General Terms and Conditions printed at the back of the PO and all applicable provisions of RA9184.

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 within Metro Manila.

CONFORME:

*mpaguia*  
Melissa P. De Guzman 7/17/13

Received copy of P.O. on \_\_\_\_\_

Printed Name and Signature of Authorized Representative

(The Supplier shall sign and return the acknowledgement copy to BCDA-Procurement or through fax within five (5) working days after issuance.)



Bases Conversion and Development Authority

## NOTICE TO PROCEED

17 July 2013

**MS. MELISSA PAGUIA**

Account Representative

**INTERLINK BUSINESS SOLUTIONS, INC.**

Unit 1103 Jollibee Centre Bldg.

Pasig City

Dear **Ms. Paguia:**

The attached Purchase Order (PO) No. 4900000671 having been approved, notice is hereby given to **INTERLINK BUSINESS SOLUTIONS, INC.** to proceed in undertaking the Renewal of License for Lotus Notes / / Domino Server and Client Access, pursuant to the said PO as per schedule after the receipt of this notice.

Upon receipt of this notice, you shall be responsible to perform the service under the terms and conditions of the Purchase Order.

Very truly yours,

  
**ELEANOR L. ATIENZA**  
Vice President for Corporate Services Group