

**Republic of the Philippines**  
**PHILIPPINE EMBASSY IN ISLAMABAD**  
**Bids and Awards Committee (BAC)**

**MINUTES OF THE OPENING OF BIDS**

Project: Procurement of Heating, Ventilation, and Air Conditioning (HVAC)  
Units for the Philippine Embassy Complex in Islamabad, Pakistan  
Date: 02 December 2025  
Time: 10:36 AM – 11:03 AM  
Venue: Embassy Conference Room

**I. CALL TO ORDER**

The meeting was called to order at 10:36 AM by the BAC Chairperson, pursuant to Republic Act No. 9184, its 2016 Revised Implementing Rules and Regulations, and Government Procurement Policy Board (GPPB) Resolution No. 28-2017.

The BAC Chairperson acknowledged the presence of the members of the Bids and Awards Committee (BAC) and the Technical Working Group (TWG). Authorized representatives of several bidders were also present.

A quorum being present, the BAC Chairperson declared that the Committee may proceed with the opening of bids.

**II. INTRODUCTION OF THE BIDDING PROCESS**

The BAC welcomed the bidders and observers and provided an overview of the procurement procedures. He explained the two-envelope system and emphasized that only bidders who pass the technical evaluation will have their financial proposals opened. Proceedings are formal and recorded, and clarifications must be submitted in writing after the session.

**III. ACKNOWLEDGMENT OF BIDS RECEIVED**

The BAC Secretariat reported that the following bids were received on or before the deadline:

1. Green Appliance (Pvt) Ltd.
2. Green Leaves
3. MIA Corporation (Pvt) Ltd. / Climate Master (Pvt) Ltd.

All bids were sealed, properly labeled, and remained unopened until the start of the session.

#### **IV. OPENING AND EVALUATION OF FIRST ENVELOPE – TECHNICAL DOCUMENTS**

##### **1. Green Appliance (Pvt) Ltd.**

All required technical documents were found present and compliant:

- General HVAC specifications (inverter, refrigerant, energy efficiency)
- Turnkey installation requirement
- Deployment of qualified HVAC professionals
- Implementation schedule
- Materials, equipment, system description
- Unit brand, model, quantity
- Copper piping/electrical components/tools list
- Company profile, project list, client referrals

Result: PASSED

##### **2. Green Leaves**

General specifications and company profile were present.

However, the bidder failed to submit the required Implementation Schedule. The template was left blank and no written schedule was provided.

Result: FAILED (Financial proposal returned unopened)

##### **3. MIA Corporation (Pvt) Ltd. / Climate Master (Pvt) Ltd.**

General specifications and company profile were present.

However, the bidder did not submit the required Implementation Schedule.

Result: FAILED (Financial proposal returned unopened)

#### **V. OPENING OF SECOND ENVELOPE – FINANCIAL PROPOSALS**

Only Green Air passed the technical evaluation. Its financial proposal was opened and found compliant.

**Total Bid Price: PKR 51,891,240.00**

All required financial documents and breakdowns were present.

Result: PASSED

## **VI. SUMMARY OF RESULTS**

- **Green Appliance (Pvt) Ltd.** – PASSED (Technical & Financial) – Responsive Bid
- **Green Leaves** – FAILED (Missing Implementation Schedule)
- **MIA Corporation (Pvt) Ltd. / Climate Master (Pvt) Ltd.** – FAILED (Missing Implementation Schedule)

## **VII. NEXT STEPS**

The BAC will proceed with the detailed evaluation and post-qualification of Green Air, the Lowest Calculated Bid (LCB), pursuant to RA 9184 and GPPB Resolution No. 28-2017. The Abstract of Bids and these Minutes will be posted accordingly.

## **VIII. ADJOURNMENT**

The session concluded at 11:03 AM.

Prepared by:

Danica Carla Mae M. Torres, BAC Secretariat

Reviewed and Approved by:

Juan Paolo G. Alix, BAC Chairperson

Christian Glenn B. Baggas, BAC Vice-Chairperson

Mary Ann E. Lumang, BAC Member

Mary Grace M. Recolizado, BAC Member

Charlyn C. Lau, BAC Member