4/10/2018

Internal Memo

To: Mr. Gordon Segal, IT Director

From: Paul Sonden, IT Administrative Assistant

Subject: COM-FSM Computer Lab Turnover Supply Project bid review

The COM-FSM Computer Lab Turnover Supply Project bid review was held on 4/06/2018 to Review and discuss on the bids. The meeting was called to order at 02:00pm. Members of the IT Office present were Chris Gilimete -Network Administrator, Shaun Suliol - Webmaster, and Paul Sonden – Administrative Assistant.

Meeting discussion:

1): COM-FSM Computer Lab Turnover Supply Project bid review

* The deadline for the submission of proposals was set at 2:00pm of March 23, 2018. The COM-FSM Office of Information technology received 7 bid proposals from 2 local firms and 5 off-island based firms. Bid proposals were received by the COM-FSM Office of Information technology through email/in-person. Bid forms where distributed among members, Chris Gilimete, Shaun Suliol, and Paul Sonden. The following are the results of the evaluation by the Ad Hoc Bids and Awards Committee::

|  |  |  |  |
| --- | --- | --- | --- |
| **Company Name** | **Total Amount of Bid** | **Remarks** | **Rank** |
| Progressive Computer Service, Inc. | $164,705.00 | Complying Bid | *1* |
| TMA Lazer Group | $166,903.00 | Complying Bid | *2* |
| Micronesian Computer Services | $175,686.10 | Non-Complying Bid | *3* |
| SBS WISE | $184,771.92 | Complying Bid | *4* |
| Pacific Tech HI | $203,255.00 | Complying Bid | *5* |
| Island Shipping Company | $207,473.00 | Complying Bid | *6* |
| Computer Networks International | 279,817.54 | Non-Complying Bid | *7* |

* Bid forms were thoroughly evaluated and three bidders have been shortlisted based on meeting all required specifications and cost. This led to short-listing of three vendors: Micronesian Computer Services (MCS), TMA Lazer Group, and Progressive Computer Services (PCS). The following are the results of the short-listed bid evaluation:

|  |  |  |
| --- | --- | --- |
| **Top Three Bids in the Order of the Committees Majority Preference** | | **Total Amount of Bid** |
| Rank 1 | **Progressive Computer Services, Inc.** | $164,705.00 |
| Rank 2 | **TMA Lazer Group** | $166,903.00 |
| Rank 3 | **Micronesian Computer Services** | $175,686.10 |

* After the three short-listed bids were selected, staff conducted further review and selected Progressive Computer Services, Inc. (PCS) based on meeting all required specifications and cost.

Meeting adjourned at 03:00pm.