



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF JUSTICE  
**NATIONAL PROSECUTION SERVICE**  
**OFFICE OF THE REGIONAL PROSECUTOR**  
**REGION III**

3/F, Hall of Justice, Diosdado Macapagal Government Center, Barangay Maimpis  
City of San Fernando, Pampanga



**BIDS AND AWARDS COMMITTEE – NATIONAL PROSECUTION SERVICE REGION III**  
(BAC - NPS Region III)

**BAC-NPS Region III**  
**Resolution No. 2021-001**

**SUBJECT: RECOMMENDATION FOR THE AWARD OF CONTRACT  
FOR THE RENTAL OF EIGHT (8) PHOTOCOPIING MACHINES  
FOR THE EIGHT (8) PROSECUTION OFFICES IN REGION III**

**WHEREAS**, on 20 May 2021, the BAC NPS Region III, posted at a conspicuous place reserved for this purpose in the premises of the procuring entity concerned for seven (7) calendar days, the Invitation to Apply for Eligibility and to Bid for the Rental (delivery and installation) of the eight (8) Photocopying Machines at the following eight (8) Prosecution Offices in Region III, to wit:

1. **OFFICE OF THE CITY PROSECUTOR – BALANGA CITY, BATAAN**  
*City Hall Annex, Doña Dominga Building, Doña Francisca Subdivision, Balanga City*
2. **OFFICE OF THE CITY PROSECUTOR – CABANATUAN CITY**  
*Hall of Justice Building, San Juan Acffa, Maharlika Highway, Cabanatuan City*
3. **OFFICE OF THE CITY PROSECUTOR – GAPAN CITY**  
*New City Hall, Bayanihan, Gapan City*
4. **OFFICE OF THE CITY PROSECUTOR – MALOLOS CITY**  
*Monsignor Building, Poblacion, Malolos City*
5. **OFFICE OF THE CITY PROSECUTOR – MEYCAUAYAN CITY**  
*City Hall of Meycauayan City, Camalig, Meycauayan City*
6. **OFFICE OF THE CITY PROSECUTOR – SAN JOSE CITY**  
*Hall of Justice Building, Malasin, San Jose City*
7. **OFFICE OF THE CITY PROSECUTOR – TARLAC CITY**  
*Regional Trial Court, Building, Romulo Boulevard, San Vicente, Tarlac City*
8. **OFFICE OF THE PROVINCIAL PROSECUTOR – TARLAC**  
*Regional Trial Court, Building, Romulo Boulevard, San Vicente, Tarlac City*

**WHEREAS**, on the same date, the BAC NPS Region III also posted the above-mentioned Invitation to Apply for Eligibility and to Bid for the Rental (delivery and installation) of the eight (8) Photocopying Machines with an Approved Budget for the Contract (ABC) of Three Hundred Fifty Thousand Pesos (₱350,000.00) for seven (7) calendar days with the PHILGEPS under Reference No. 7703981 and set the **deadline for the submission of quotations on May 27, 2021, 10:00 a.m.** Proofs of the posting and publication of the RFQ are hereto attached as Annexes 'A' and 'B', respectively. Likewise, said RFQ was also posted/published at the Department of Justice website (Annex "C").

**WHEREAS**, based on the PHILGEPS Bid Notice Abstract of the posted RFQ under Reference No. 7703981, it appears that there are five (5) companies/suppliers have downloaded the said RFQ. However, only INKLINE Office Solutions, Inc. have submitted the duly accomplished RFQ.

**WHEREAS**, the BAC-NPS Region III received one (1) duly accomplished quotation/proposal from MARCOLE General Merchandise.

**WHEREAS**, the BAC-NPS Region III started the deliberation and opened the submitted quotations on May 27, 2021 at 10:00 a.m. of the said firms/companies. A perusal of documents submitted shows that both MARCOLE General Merchandise and INKLINE Office Solutions, Inc. have fully complied and attached the necessary documents in their respective RFQ's.

**WHEREAS**, the BAC-NPS Region III upon due deliberation of the submitted price quotations for the rental and installation of the eight (8) units of photocopying machines for the eight (8) prosecution offices in NPS Region III, found the offer of MARCOLE General Merchandise, as the lowest calculated and responsive bid and may thus be awarded the Contract for the rental and installation of the said photocopying machines.

**NOW THEREFORE**, premises considered, the BAC NPS Region III resolves, as it is hereby resolved, to **AWARD** to **MARCOLE GENERAL MERCHANDISE**, the "Contract for the Rental and Installation of Eight (8) Units of Photocopying Machines for the Eight (8) Prosecution Offices in Region III", for a total contract price of Two Hundred Fifty Two Thousand Pesos (P252,000.00) for a period of seven (7) months starting June 01, 2021 to December 31, 2021. And the Contract/Rental Agreement is deemed automatically renewed for one (1) year, unless either party gives a written notice of cancellation, thirty (30) days prior to the expiration of the said Contract/Rental Agreement or the renewed period.

Signed this 27<sup>th</sup> day of May 2021 at the Hall of Justice Building, Diosdado Macapagal Government Center, Barangay Maimpis, City of San Fernando, Pampanga.

  
**JOCELYN C. SAN PEDRO-MAAT**  
Chairperson

  
**MARIA HELEN D. SURLA**  
Vice-Chairperson

  
**DEMOSTHENES B. MERCADO**  
Member

  
**ROMAR A. ARCIGA**  
Member

  
**JENNIE P. YALUNG**  
Member

APPROVED:

  
**JESUS C. SIMBULAN**  
Regional Prosecutor &  
Head of Procuring Entity