



Republic of the Philippines  
**DEPARTMENT OF JUSTICE**  
**Regional Prosecution Office XI**  
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**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 2021-CUS-11**

**RECOMMENDING AWARD OF CONTACT FOR THE PROCUREMENT OF COMMON-USE SUPPLIES NOT AVAILABLE IN THE PROCUREMENT SERVICE THROUGH SECTION 52.1b (SHOPPING – Ordinary/Regular Office Supplies and Equipment) OF THE 2016 REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT (RA) NO. 9184**

**WHEREAS**, included in the CY-2021 Annual Procurement Plan of the DOJ (Delegated to region XI BAC) is the procurement of Common-Use Supplies that are Not Available in the Procurement Service, with an Approved Budget for the Contract of P734,512.04.

**WHEREAS**, common-use supplies and equipment (CSE) may be procured from other sources in case of their unavailability from the Procurement Service (PS) Stores pursuant to Section 52.1b (Shopping – Ordinary/Regular Office Supplies and Equipment) of the 2016 Revised IRR of RA No. 9184;

**WHEREAS**, on 06-13 September 2021, the BAC, thru its Secretariat, initiated the procurement of CSE that are not available or are not listed in the electronic catalogue of the PS Depot XI, by sending Request for Quotation (RFQ) No. 2021-PQ-14 to at least three (3) prospective suppliers, viz:

1. GH Office Depot;
2. ECV Office Supplies Warehouse, Inc.;
3. Starbright Office Depot.

**WHEREAS**, in compliance with Section 54.2 of the Revised IRR of RA No. 9184, the RFQ was posted in the Philippine Government Electronic Procurement System (PhilGEPS) on 06 September 2021 with Reference No. 7962374, DOJ website, and conspicuous place in the premises of the Procuring Entity concerned;

**WHEREAS**, prospective suppliers shall have the option of submitting a proposal on any or all items and evaluation and contract award will be undertaken on a per item basis;

**WHEREAS**, on different dates prior to the deadline of submission of price quotations, quotations from the aforementioned suppliers were obtained by the BAC Secretariat, attested by accomplished RFQ;

**WHEREAS**, an abstract of canvass was prepared, and upon careful evaluation and deliberation by the BAC of the submitted price quotations, found the offers of GH Office Depot, ECV Office Supplies Warehouse, Inc, and Starbright Office Depot to be compliant with the specifications and the details of the duly accomplished RFQ together with the eligibility requirements and are declared as the Lowest Calculated and Responsive Bids, detailed as follows:

1. **GH Office Depot** - item nos. – 1, 2, 3, 6, 13, 14, 15, 16, 19, 20, 21, 22, 23, 24, 26, 27, 28, 30, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 47, 48, 49, 50, 51, 52, 53, 54, 56, 57, 58, 59, 70, 71, 73, 74, 75, 76, 80, 81, 82 & 84.

with a contract amount of Three Hundred Twenty Thousand Two Hundred Eighteen Pesos and Eighty Centavos (**₱ 320,218.80**);



1. **Starbright Office Depot** - item nos. - 8, 10, 11, 17, 29, 31, 46, 55, 67, 77 & 78.

with a contract amount of Fourteen Thousand One Hundred Fifty Nine and 00/100 Pesos (**₱ 14,159.00**);

2. **ECV Office Supplies** - item nos. - 4, 5, 7, 9, 12, 25, 32, 60, 61, 62, 63, 64, 65, 66, 68, 69, 72 & 79.

with contract amount of Seventeen Thousand Four Hundred Eighty Pesos (**₱ 17,480.00**).


**WHEREAS**, Section 12 of RA No. 9184 mandates that the BAC shall recommend the award of contract to the HOPE or his/her duly authorized representative.

**NOW THEREFORE**, for and in consideration of the foregoing, We, the members of the RPO XI BAC, **HEREBY RESOLVED** to recommend for the approval of the HOPE that the contract for the procurement of the subject common use office supplies not available and/or not listed in the electronic catalogue of the PS-Depot XI be awarded item by item to the supplier/source with the lowest bid as presented above.


This **RESOLUTION** is passed this **NOV 05 2021**, at the Regional Prosecution Office XI, 2<sup>nd</sup> Floor, Hall of Justice Building, Candelaria Avenue, Ecoland, Davao City.

**BIDS AND AWARDS COMMITTEE**

  
**RIZZA MAE H. SAM**  
Assistant City Prosecutor  
Member

  
**DELFIN M. SUAREZ, JR.**  
Assistant City Prosecutor  
Member

  
**GLADYS JOY A. DE LEON**  
Assistant Regional Prosecutor  
Member


  
**MARINESS L. LEDESMA-CIUDADANO**  
Assistant City Prosecutor  
Vice-Chairperson

  
**ROBERT MICHAEL N. RAZON**  
Sr. Assistant Regional Prosecutor  
Chairperson

**APPROVED:**

  
**JANET GRACE B. DALISAY-FABRERO**  
Regional Prosecutor  
Head of the Procuring Entity

Witness:

  
**Franco M. Fernandez**  
Administrative Officer V  
Secretariat-Head