



Republic of the Philippines  
**DEPARTMENT OF JUSTICE**  
**Regional Prosecution Office XI**  
2<sup>nd</sup> Floor Room 205 Hall of Justice Building  
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## **BIDS AND AWARDS COMMITTEE RESOLUTION NO. 2021-CUS-05**

### **RESOLUTION TO RECOMMEND TO THE HEAD OF THE PROCURING ENTITY TO AWARD THE CONTRACT TO THE LOWEST CALCULATED/RESPONSIVE QUOTATION FOR THE PROCUREMENT OF COMMON USE OFFICE SUPPLIES NOT LISTED IN THE PS-DBM DEPOT ELECTRONIC CATALOGUE IN ACCORDANCE WITH THE PROVISION OF SECTION 53.9 OF THE 2016 REVISED IRR OF RA 9184 (SMALL VALUE PROCUREMENT)**

**WHEREAS**, the Bids and Awards Committee (BAC) of the Regional Prosecution Office, Region XI (RPOXI) resorted to Alternative Methods of Procurement in accordance with the provisions of Section 53.9 of IRR of RA 9184 (**Small Value Procurement**) for the procurement of **common use office supplies** not listed in the Procurement Service Depot electronic catalogue;

**WHEREAS**, the Head of Office approved the procurement of common use office supplies not listed in the Procurement Service Depot electronic catalogue from outside source;

**WHEREAS**, this Office canvassed prices, using the official **Request for Quotation Form No. 2021-PQ-07 (2 pages)**, from at least three (3) suppliers/sources, of common use office supplies not listed in the Procurement Service Depot electronic catalogue through its designated Canvasser;

**WHEREAS**, the notice of procurement of the subject common use office supplies was posted in the Philippine Government Electronic Procurement System (PhilGEP) last 30 April 2021 with reference no. 7646551;

**WHEREAS**, the suppliers/sources of the subject common use office supplies submitted to this Office their respective duly accomplished **Request for Quotation Form No. 2021-PQ-07**;

**WHEREAS**, deliberation of price quotations was undertaken and abstract of canvass dated 06 May 2021 was prepared showing the lowest calculated responsive bid for each item in the quotations;

**WHEREAS**, the BAC-RPOXI, after due deliberation of the price quotations for the common use office supplies not listed in the Procurement Service Depot electronic catalogue, recommended, as it is hereby recommended, to the Head of the Procuring Entity (HOPE) that the contract for the procurement of the subject common use office supplies not listed in the Procurement Service Depot electronic catalogue be awarded item by item to the supplier/source with the lowest bid as follows:

**ABSTRACT OF CANVASS dated 06 May 2021**

1. **GH Office Depot** - item nos. – 1, 2, 3, 4, 5, 6, 10, 11, 12, 13, 14, 15  
24, 26, 27 & 28.

with a contract amount of Ninety Seven Thousand Two Hundred Fifty Seven and 30/100 Pesos (₱ **97,257.30**);

2. **ECV Office Supplies** - item nos. – 7, 9, 18, 19, 23 & 29.

with a contract amount of Fifteen Thousand Nine Hundred Fifty Four and 00/100 Pesos (₱ **15,954.00**);


3. **Starbright Office Depot** - item nos. – 8, 16, 17, 20, 21, 22 & 25


with contract amount of Twenty Five Thousand Five Hundred Twenty Six and 00/100 Pesos (₱ **25,526.00**).

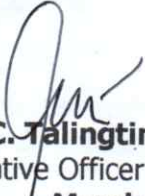
**NOW THEREFORE**, on the basis of the foregoing, it is **HEREBY RESOLVED** to recommend for the approval of the Head of the Procuring Entity (HOPE) that the contract for the procurement of the subject common use office supplies not listed in the Procurement Service Depot electronic catalogue be awarded item by item to the supplier/source with the lowest bid as presented above.


This **RESOLUTION** is passed this 6<sup>TH</sup> day of May 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**

  
**Franco M. Fernandez**  
Administrative Officer V  
**Member**


  
**Beverly R. Paloma**  
Administrative Officer IV  
**Member**

  
**Susannah C. Talingting**  
Administrative Officer V  
**Member**

  
**Karl Andre G. Salcedo**  
Assistant Regional 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:

  
**George Dave M. Maghari**  
Administrative Assistant V  
Secretariat-Head