



Republic of the Philippines
DEPARTMENT OF JUSTICE
Regional Prosecution Office XI
 2nd Floor Room 205 Hall of Justice
 Candelaria Ave., Ecoland, Davao City
 Telephone No. (082) 2978947; Telefax No. (082) 2976149
 E-mail Address: orp11@doj.gov.ph



**BIDS AND AWARDS COMMITTEE
 RESOLUTION NO. 2023-CUS-SEM2-01**

**RECOMMENDING AWARD OF CONTRACT 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-2023 Annual Procurement Plan** is the procurement of Common-Use Supplies not available in the Procurement Service Depot – Dept. of Budget and Management XI, with a **Total Approved Budget for the Contract of Four Hundred Thirty-Nine Thousand Ninety-Nine and 15/100 pesos (P 439,098.15)**;

CY-2023 APP of DOJ-NPS Regional Office XI of items listed in the PS-DBM price catalogue

Item No.	Particulars	ABC (P)
1	Various Common-use Supplies and Equipment	439,098.15

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 03 to 07 July 2023, the BAC, thru its Secretariat, initiated the procurement of CSE that are not available at the PS Depot XI, by sending Request for Quotation (RFQ) No. RFQ-2023-CUS-SEM2-02 to at least three (3) prospective suppliers;

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 03 July 2023 with Reference No. 9894013, DOJ website and at a 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 RFQs;

1. GH Office Depot;
2. ECV Office Supplies Warehouse, Inc.;
3. Starbright Office Depot; and
4. Davao Medical Equipment & Supplies Trading.

WHEREAS, upon checking, Item Nos. 13, 16, 31 & 33 listed in the RFQ are available at the Procurement Service Depot XI. Hence, the same shall be excluded from this procurement;

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

- | | | | |
|---------------------------|---|---|---|
| 1. GH Office Depot | - | item nos. – 07, 08, 09, 10, 11, 14, 17, 18, 19, 20,
22, 23, 24, 25, 26, 27, 32, 34 | : |
|---------------------------|---|---|---|

with a contract amount of Three Hundred Sixty-Nine Thousand Six Hundred Eighty-Six Pesos (**₱ 369,686.00**);

2. **ECV Office Supplies** - item nos. – 02, 05 & 21:

with a contract amount of One Thousand Two Hundred Seven Pesos (**₱ 1,207.00**);

3. **Starbright Office Depot** - item nos. – 04, 06, 29, 30 & 35:

with contract amount of Six Thousand Nine Hundred Forty-Six Pesos (**₱ 6,946.00**);

4. **Davao Medical Equip.** - item no. – 01:

with a contract amount of Forty-Two Thousand Seven Hundred Forty-Five Pesos (**₱ 42,745.00**);

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. However, for Item Nos. 03, 12, 15 & 28, only 2 price quotations were obtained. Thus, the BAC cannot recommend to award Item Nos. 03, 12, 15 & 28 for failure to obtain at least 3 price quotations.

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 in the PS-DBM Depot XI be awarded item by item, except for Item Nos. 03, 12, 13, 15, 16, 28, 31 & 33, to the supplier with the lowest calculate and responsive bid as presented above.

This resolution is **passed** this **19th day of July 2023** at the Regional Prosecution Office XI, 2nd Floor, Hall of Justice Building, Candelaria Avenue, Ecoland, Davao City.

BIDS AND AWARDS COMMITTEE

(OFFICIAL BUSINESS)
RIZZA MAE H. SAM
Assistant City Prosecutor
Member


DELFIN M. SUAREZ, JR.
Assistant City Prosecutor
Member


GLADYS JOY B. ALMAZAN-DE LEON
Assistant Regional Prosecutor
Member


MARINESS L. LEDESMA-CIUDADANO
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:


Franco M. Fernandez
Administrative Officer V
Secretariat-Head