



Resolution No. 2020-008

BAC Resolution Recommending Award of Contract To Adilynne's General Merchandise and Abana Computer Services & General Merchandise For Procurement of Office Supplies

WHEREAS, the **DEPARTMENT OF JUSTICE - NATIONAL PROSECUTION SERVICE REGION 2** advertised or posted the Request for Quotation (RFQ) for Procurement of Office Supplies in the PhilGEPs account of the DOJ-NPS-Region 02 on May 13, 2020 and in a conspicuous place at the premises of the DOJ - NPS Region 2.

WHEREAS, the said office supplies will be used by prosecutors and staff of the Department of Justice - National Prosecution Service in Region 2.

WHEREAS, the Approved Budget for the Contract (ABC) for the procurement of office supplies is in the amount of **Php 362,729.94**;

WHEREAS, four (4) suppliers namely, C-ANN Trading and Computer Service Center, Integrated Computer Systems Inc., Ban Bee Commercial Co. Inc. and Razel Enterprises responded to the posting in PhilGeps however, none of them has submitted a detailed quotation;

WHEREAS, in response to the said advertisement, four (4) suppliers namely Adilynne's General Merchandise, Abana Computer Services and General Merchandise, Pandayan Bookshop and Hannan Enterprises submitted their quotation as follows:

| Item No. | Qty | PARTICULAR | BIDDERS/SUPPLIERS | | | |
|----------|-----|--|-----------------------|-------------------|----------------------------|--------------------|
| | | | Adilynne's Gen. Mdse. | Pandayan Bookshop | Abana Comp. Service Center | Hannan Enterprises |
| 1 | 500 | BALLPOINT PEN, BLACK | 5.00 | 5.00 | 6.00 | n/a |
| 2 | 10 | CASH BOOK, gen. form 51A | 750.00 | 25.50 | n/a | n/a |
| 3 | 300 | CORRECTION TAPE, film base type, UL 6m min | 20.00 | 39.75 | 24.00 | n/a |
| 4 | 60 | DATA FILE BOX, made of chipboard, with closed ends | 150.00 | n/a | 420.00 | n/a |
| 5 | 23 | DATING AND STAMPING MACHINE, heavy duty | n/a | n/a | 650.00 | n/a |
| 6 | 70 | ENVELOPE, MAILING white, 80gsm, 500 ps/box | 245.00 | 309.00 | 375.00 | n/a |
| 7 | 70 | FASTENER, METAL, 70mm between prongs | 45.00 | n/a | 55.00 | n/a |
| 8 | 35 | FOLDER, TAGBOARD, for legal size documents | 500.00 | 400.00 | 600.00 | n/a |
| 9 | 125 | INK CART, EPSON, C13T6664100 (T6641), Black | 285.00 | 245.00 | 245.00 | 290.00 |
| 10 | 50 | INK CART, EPSON, C13T6664200 (T6642), Cyan | 320.00 | 275.00 | 275.00 | 290.00 |
| 11 | 50 | INK CART, EPSON, C13T6664300 (T6643), Magenta | 320.00 | 275.00 | 275.00 | 290.00 |
| 12 | 50 | INK CART, EPSON, C13T6664400 (T6644), Yellow | 320.00 | 275.00 | 275.00 | 290.00 |
| 13 | 40 | INK, EPSON 003, Black | 285.00 | 245.00 | 245.00 | 350.00 |
| 14 | 25 | INK, EPSON 003, Cyan | 320.00 | 275.00 | 275.00 | 350.00 |
| 15 | 25 | INK, EPSON 003, Magenta | 320.00 | 275.00 | 275.00 | 350.00 |
| 16 | 25 | INK, EPSON 003, Yellow | 320.00 | 275.00 | 275.00 | 350.00 |

Handwritten signatures and initials on the left margin, including 'phas', 'J. J.', and 'mpj'.



Republic of the Philippines
 DEPARTMENT OF JUSTICE
NATIONAL PROSECUTION SERVICE
 Regional Office No.02
 MMM Building Maharlika Highway
 Pengue Ruyu, Tuguegarao City, Cagayan

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|-----------------------|-----|---|-------------------|------------------------|-------------------|-------------------|
| 17 | 85 | NOTE PAD, stick on, 76mm x100mm (3" x 4") min | 30.00 | n/a | 50.00 | n/a |
| 18 | 150 | PAPER, MULTICOPY, 80gsm, size 210mm x 297mm | 240.00 | 290.00 | 259.00 | n/a |
| 19 | 400 | PAPER, MULTICOPY, 80gsm, size 210mm x 330mm | 260.00 | 322.00 | 280.00 | n/a |
| 20 | 70 | PAPER, Pad, ruled, size 216mm x 330mm | 35.00 | 41.00 | n/a | n/a |
| 21 | 60 | PUNCHER, paper, heavy duty, with two hole guide | 165.00 | 182.00 | 230.00 | n/a |
| 22 | 55 | RECORD BOOK, 300 PAGES, size: 214mm x278mm min | 75.00 | 62.00 | 65.00 | n/a |
| 23 | 50 | RECORD BOOK, 500 PAGES, size: 214mm x278mm min | 95.00 | 83.00 | 110.00 | n/a |
| 24 | 300 | SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip | 20.00 | 21.75 | 27.00 | n/a |
| 25 | 200 | SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip | 20.00 | 21.75 | 27.00 | n/a |
| 26 | 30 | SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip | 20.00 | 21.75 | 27.00 | n/a |
| 27 | 25 | STAMP PAD INK, purple or violet | 25.00 | 49.75 | 75.00 | n/a |
| 28 | 24 | STAMP PAD, FELT, bed dimension: 60mm x 100mm min | 65.00 | 89.75 | 75.00 | n/a |
| 29 | 70 | STAPLE WIRE, standard (no. 35) | 30.00 | 59.00 | 45.00 | n/a |
| 30 | 45 | TAPE, TRANSPARENT, width 24mm | 18.00 | 24.00 | 35.00 | n/a |
| 31 | 70 | WATER PASTE | 45.00 | n/a | n/a | n/a |
| ***Nothing Follows*** | | | | | | |
| Total | | | 364,445.00 | 404,405.00 | 366,640.25 | 120,000.00 |
| | | | Accepts send bill | Send bill not accepted | Accepts send bill | |

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WHEREAS, the following End-user and Technical representatives' findings and recommendations were considered by the Committee:

1. Only offers/quotations from stores who have outlets or offices in the Region 02 are considered to ensure proper after sales service such as when the items delivered are defective or lacking in volume, quality or quantity. The supplier must have the capability to immediately replace or replenish the defective or lacking items without additional cost to the NPS and in a way most convenient and economical to the NPS.
2. The Supplier offering the lowest calculated and responsive bid and which is most advantageous to the government and compliant with the specifications as required by the office, shall be awarded the contract for procurement of office supplies.
3. The contract for procurement of office supplies shall only be awarded to PhilGeps registered supplier.
4. Adilynne's General Merchandise offered the lowest price per item and compliant with the specifications required for items indicated in numbers 1 to 4, 6 to 8 and 17 to 31 while Abana Computer Services and General Merchandise has offered the lowest price for item numbers 5 and 9 to 16.
5. The office supplies purchased should be delivered at the Office of the Regional Prosecutor Region 2 at MMM Building Maharlika Highway, Pengue-Ruyu, Tuguegarao City, Cagayan.

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WHEREAS, the purchase price for the office supplies shall be paid directly to the supplier by Department of Justice – Manila through send bill basis.

WHEREAS, after due evaluation and assessment of the quotations and corresponding terms and conditions received, the BAC with the assistance of its end user and technical representatives, found the quotation submitted by **Adilynne's General Merchandise** for items indicated in numbers 1 to 4, 6 to 8 and 17 to 31 and **Abana Computer Service Center and General Merchandise** for items indicated in numbers 5 and 9 to 16 to be the qualified lowest calculated and most responsive bids, and most advantageous to the government taking into account the foregoing considerations.

NOW, THEREFORE, We, the Members of the Bids and Awards Committee, hereby **RESOLVE** to recommend the Awarding of the Contract for Procurement of Office Supplies for items indicated in numbers 1 to 4, 6 to 8 and 17 to 31 amounting to **Two Hundred Forty-Five Thousand Four Hundred Twenty (Php 245,420.00)** to **Adilynne's General Merchandise** and to **Abana Computer Service Center and General Merchandise** for items indicated in numbers 5 and 9 to 16 amounting to **One Hundred Eleven Thousand Nine Hundred Sixty Pesos (Php 111,960.00)**;

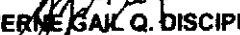
RESOLVED FURTHER, the Committee recommends for the issuance of Notice of Award to the winning suppliers, **Adilynne's General Merchandise and Abana Computer Services and General Merchandise** upon approval of these findings and recommendations;

RESOLVED FINALLY, at the DOJ – NPS Region 2 MMM Building Maharlika Highway, Pengue – Ruyu, Tuguegarao City, Cagayan, this 19th day of May 2020.


SUSAN M. FLORES-DANA O
BAC Chairperson


JONALYN D. TALL O D
Vice- Chairperson


JOHNNY M. OCAB
Member


GIERME GAL Q. DISCIPULO
Provisional Member
Technical Representative


ROBIN B. BARICAUA
Provisional Member
End-user Representative

Approved by:


ROMMEL C. BALIGOD
Regional Prosecutor