Republic of the Philippines
PUBLIC ATTORNEY'S OFFICE
Tanggapan ng Mananganggol Pambayan
DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City
Telephone Nos. 929-90-10 / 929-94-36 ; Fax Nos. 927-68-10 / 926-28-78

PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 25 MAY 2021 **RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF SPLIT TYPE AIRCONDITIONING UNIT AS SPECIFIED UNDER PURCHASE REQUEST NO. 236-03-2021**, AT THE PAO CENTRAL OFFICE, VIA ZOOM VIDEO CALL MEETING

RESOLUTION

RECOMMENDING THE DELEGATION OF THE PROCUREMENT OF ONE (1) UNIT OF SPLIT TYPE AIRCONDITIONING UNIT (2.0HP) WITH INSTALLATION FEE, THROUGH SMALL VALUE PROCUREMENT, TO PAO-SUPPLY SECTION AS SPECIFIED UNDER PURCHASE REQUEST NO. 236-03-2021 FOR PAO-MAMBURAO DISTRICT OFFICE, IN ACCORDANCE WITH ANNEX "H," NO. IV, SUBSECTION (J) OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184

WHEREAS, the Public Attorney's Office (PAO) is committed to adhere to the State's Policy of securing and maintaining the trust and confidence of every Filipino, by upholding transparency, good governance and anti-corruption measures;

WHEREAS, the aforementioned PAO-District Office is in need of the supply for the subject procurement as described in detail in purchase request no. PR No. 236-03-2021 to ensure unhampered performance of its duties and to prevent delays in its daily transactions;

WHEREAS, there is an approved budget for the contract of the subject procurement with a total amount of Pesos: Forty Six Thousand Four Hundred Thirty Eight Pesos (46,438.00)[1]

WHEREAS, considering that the PBAC previously issued a resolution dated 16 November 2018, delegating to the PAO-Supply Section the authority to undertake immediate procurement of goods and services in amounts less than one million pesos, in accordance with Annex "H" No. IV, Subsection (J) of the IRR of RA 9184, BAC Member Atty. Alem Abeya moved to delegate to PAO-Supply Section the conduct of procurement of the subject item, duly seconded by BAC Member Atty. Rigel Salvador;

NOW THEREFORE, WE, the Members of the PAO Bids and Awards Committee (PBAC), by virtue of the powers vested on Us by Law, after duly considering the recommendations of the Technical Working Group (TWG), **HEREBY RESOLVE TO RECOMMEND TO THE HEAD OF THE PROCURING ENTITY THE DELEGATION OF THE PROCUREMENT OF ONE (1) UNIT OF SPLIT TYPE AIRCONDITIONING UNIT (2.0HP) WITH INSTALLATION FEE, THROUGH SMALL VALUE PROCUREMENT, TO PAO-SUPPLY SECTION AS SPECIFIED UNDER PURCHASE REQUEST NO. 236-03-2021 FOR PAO-MAMBURAO DISTRICT OFFICE, IN ACCORDANCE WITH ANNEX "H," NO. IV, SUBSECTION**

[1] Approved Budget for the Contract from the Financial Planning and Management Service

(J) OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184

APPROVED this 25th day of May 2021 at the Public Attorney's Office (PAO) Central Office, 4th Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman, (1104) Quezon City, Philippines, thru Zoom Video Call Meeting.

ATTY. FLORDELIZA G. MERELOS
Public Attorney IV
Member, PBAC
Officer-In-Charge
Special Appealed Cases Unit

ATTY. ALEM-EMAN CHISUM L. ABEYA
Public Attorney III
Member, PBAC
Executive Support Staff

ATTY. MARLON BUAN
Regional Public Attorney
Chairperson, PBAC
PAO-NCR and concurrent
District Public Attorney
Manila District Office

ATTY. RIGEL A. SALVADOR
Public Attorney IV
Member, PBAC

ATTY. RONALD JEROME P. NIEVES
Vice-Chairperson, PBAC
Officer-In-Charge
Legal Research Service

Acceded By: (The TWG)

MS. ALMA E. DUMAGO-LATOSA
Head, Technical Working Group (TWG)
Director II
Financial Planning and Management Service

Approved:
For and by the authority
Of the Chief Public Attorney

SILVESTRE A. MOSING
Deputy Chief Public Attorney

MR. THOR ARTHUR B. AVILLA
Member, Technical Working Group (TWG)
Administrative Officer V
Human Resource Management Service
Administrative Service

MR. MICHAEL M. MENDOZA
Member, Technical Working Group (TWG)
Administrative Assistant III
Cash Section
Administrative Service

Prepared By: (The Secretariat)

ATTY. MIGUEL NARCISO A. ILAGAN
Head, PBAC Secretariat
Public Attorney III
Executive Support Staff

MR. CHRISTIAN A. BACAYCAY
Member, PBAC Secretariat
Administrative Assistant III
Supply Section, Administrative Service

MS. CATALINA N. NUÑEZ
Member, PBAC Secretariat
Legal Assistant II
Field Operations and Statistics Service

Republic of the Philippines
PUBLIC ATTORNEY'S OFFICE
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Kagawaran ng Katarungan
DOJ Agencies Bldg, NIA Road corner East Avenue, 1104 Quezon City
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May 24, 2021

ATTY. MARLON E. BUAN
Chairperson – PAO-Bids and Awards Committee
Regional Public Attorney
PAO-National Capital Region

Sir:

Attached herewith is the approved Purchase Request needed by PAO-Mamburao District Office to wit:

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1.	236-03-2021	**Split Type Airconditioning Unit (2.0 HP) with Installation fee**	1	unit	46,438.00	46,438.00

TOTAL: 46,438.00

Prepared by:

DENVER CHRISTIAN P. LACANILAO
Administrative Aide IV

Certified Correct by:

CARMELA L. FLORENDO
OIC-Supply Section

Noted by:

ATTY. DEMITEER U. HUERTA
PA-IV/OIC-Administrative Service

Received Copy 05/24/21
C. Baeza

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PURCHASE REQUEST

Entity Name: PUBLIC ATTORNEY'S OFFICE **Fund Cluster:** _____

Office/Section : PAO-Mamburao Office		PR No.: 236-03-2021 Responsibility Center Code : _____		Date: 03/02/2021	
Stock/ Property No.	**Unit**	**Item Description**	**Quantity**	**Unit Cost**	**Total Cost**
	unit	Split Type Aircondition (2.0 HP) w/ installation cost	1	46,438.00	46438.00

PUBLIC ATTORNEY'S OFFICE F.P.M.S. RECEIVED MAR 03 2021 REC'D BY: _____ TIME: _____

Purpose:

For the use of **PAO- Mamburao** District Office

Requested by:

Signature : _____

Printed Name : **ATTY. HOWARD B. AREZA**

Designation : RPA- MIMAROPA

Approved by:

_____

SILVESTRE A. MOSING

Deputy Chief Public Attorney

PUBLIC ATTORNEY'S OFFICE EXECUTIVE SERVICE RECEIVED MAR 04 2021 RECD BY: _____ TIME: 10:10

PUBLIC ATTORNEY'S OFFICE RECEIVED 02 MAR 2021 RECD BY: _____ TIME: _____

Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
TANGGAPAN NG MANANANGGOL PAMBAYAN
(PUBLIC ATTORNEY'S OFFICE)
MAMBURAO DISTRICT OFFICE
F. Azul Bldg., San Isidro Cor. San Jose St.,
Mamburao, Occidental Mindoro

March 02, 2021

PUBLIC ATTORNEY'S OFFICE
DOJ Agencies Bldg., NIA Road cor. East Ave.
1104 Diliman, Quezon City

To: **Dr. Persida V. Rueda-Acosta, DSD**
Chief Public Attorney

Thru: **Ms. Carmela L. Florendo**
OIC Supply Section

Re : Request for a new air conditioning unit
x----------x

The undersigned respectfully requests for a new split type air conditioning unit.

At present, our window type air conditioner has been malfunctioning considering that our office has been using it for several years. It has poor airflow and other air conditioner problems. Further, the horsepower of our current air conditioner is not match to the size of our office, thus, it cannot maintain cool temperature of our office. In view thereof, we are humbly requesting for a new split type air conditioning unit with 2.0 HP amounting to Forty-Six Thousand and Four Hundred Thirty-Eight Pesos (P46, 438) including its installation.

We hope that our request be given consideration. It would help us to deliver a prompt and efficient service to our clients.

Thank you very much.

Respectfully yours,

KRISETH M. ALCANTARA
Public Attorney III
OIC-District Public Attorney

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