



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**  
Tanggapan ng Manananggol Pambayan  
DOJ Agencies Building, N/A 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 18 JANUARY 2021 RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF AIRCON SPLIT TYPE 2HP WITH INSTALLATION COST UNDER PURCHASE REQUEST NO. 017-01-2021 FOR THE USE PAO-CENTRAL OFFICE, CASH SECTION AT THE SERVICE HEAD'S OFFICE, FIELD OPERATIONS AND STATISTICS SERVICE (FOSS), PAO CENTRAL OFFICE

### **RESOLUTION**

RECOMMENDING THE DELEGATION OF PROCUREMENT THROUGH SMALL VALUE PROCUREMENT OF ONE (1) UNIT OF AIRCON SPLIT TYPE 2HP WITH INSTALLATION COST TO PAO-SUPPLY SECTION FOR THE USE OF PAO-CENTRAL OFFICE CASH SECTION AS SPECIFIED UNDER PURCHASE REQUEST NO. 017-01-2021, 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 PAO-Central Office is in need of the supply for the subject procurement as described in detail in purchase request no. PR No. 017-01-2021 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 Sixty Thousand Pesos (P60,000.00)<sup>1</sup>;

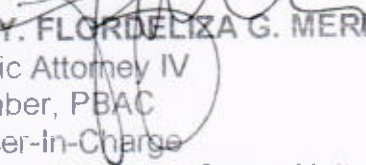
**WHEREAS**, considering that the PBAC previously issued a resolution dated 16 November 2018, delegating to the PAO-Supply Section the authority to undertake immediate procurement of goods and services in amounts less than one million pesos, in accordance with Annex "H" No. IV, Subsection (J) of the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

**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 PROCUREMENT OF ONE (1) UNIT OF AIRCON SPLIT TYPE 2HP WITH**

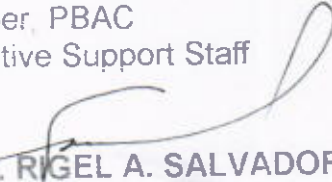
<sup>1</sup> Approved Budget for the Contract from the Financial Planning and Management Service

INSTALLATION COST TO PAO-SUPPLY SECTION FOR THE USE OF PAO-CENTRAL OFFICE CASH SECTION, AS SPECIFIED UNDER PURCHASE REQUEST NO. 017-01-2021, THROUGH SHOPPING TO PAO-SUPPLY SECTION, IN ACCORDANCE WITH ANNEX "H," NO. IV, SUBSECTION (J) OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184

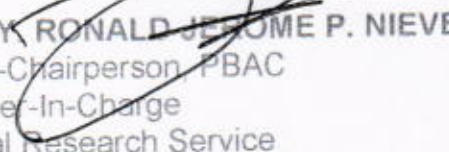
**APPROVED** this 18th day of January 2021 at the Field Operations and Statistics Services (FOSS), Public Attorney's Office (PAO) Central Office, 4<sup>th</sup> Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman, (1104) Quezon City, Philippines.

  
**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. RIGEL A. SALVADOR**  
Public Attorney IV  
Member, PBAC  
Officer-In-Charge  
Field Operations and Statistics Service

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

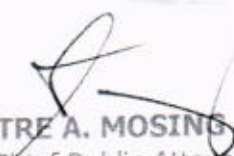
  
**ATTY. RONALD JEROME P. NIEVES**  
Vice-Chairperson, PBAC  
Officer-In-Charge  
Legal Research Service


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**


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

  
**SILVESTRE A. MOSINA**  
Deputy Chief Public Attorney




**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



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Kagawaran ng Katarungan  
DOJ Agencies Bldg, NIA Road corner East Avenue, 1104 Quezon City  
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January 18, 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 Central Office, Cash Section.

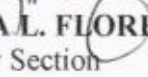
No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1.	017-01-2021	Aircon Split Type 2HP	1	unit	50,000.00	50,000.00
2.	017-01-2021	Installation Cost for 1 unit aircon	1	unit	10,000.00	10,000.00

TOTAL: 60,000.00

Prepared by:

  
**DENVER CHRISTIAN P. LACANILAO**  
Administrative Aide IV

Certified Correct by:

  
**CARMELA L. FLORENDO**  
OIC-Supply Section

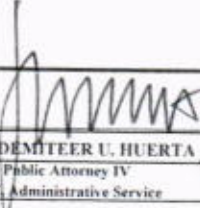
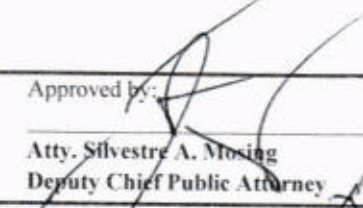
Noted by:


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

*Approved by: 01/18/21  
C. Buan*


1/12/21  
**PURCHASE REQUEST**

Entity Name: PUBLIC ATTORNEY'S OFFICE Fund Cluster: 01

Office/Section : Admin/Cash		PR No.: <u>017-0-2021</u>		Date: 01/5/2021	
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Unit	Aircon Split Type 2HP	1	50,000.00	50,000.00
		** Nothing Follows **			
Purpose: for the use of Cash Section					
Requested by: 		Approved by: 			
Signature :	ATTY. DEMITEER U. HUERTA		Atty. Silvestre A. Mosing		
Printed Name :	Public Attorney IV		Deputy Chief Public Attorney		
Designation :	OIC, Administrative Service				

PUBLIC ATTORNEY'S OFFICE  
F.P.M.S.  
**RECEIVED**  
JAN 11 2021  
REC'D BY:  TIME: 9:45

PUBLIC ATTORNEY'S OFFICE  
F.P.M.S.  
**RECEIVED**  
05 JAN 2021  
REC'D BY:  TIME: 9:32

PUBLIC ATTORNEY'S OFFICE  
EXECUTIVE SERVICE  
**RECEIVED**  
JAN 11 2021  
151  
REC'D BY:  TIME: 7:30

*1/2/21*  
**PURCHASE REQUEST**

Entity Name: PUBLIC ATTORNEY'S OFFICE Fund Cluster: 01

Office/Section : Admin/Cash		PR No.: <i>017-01-2021</i>	Date: 01/5/2021		
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Unit	Installation Cost for 1 unit Aircon	1	10,000.00	10,000.00
		** Nothing Follows **			

Purpose: for the use of Cash Section

Requested by: <i>[Signature]</i>	Approved by: <i>[Signature]</i>
Signature :	Signature :
Printed Name : ATTY. DEMITEER U. HUERTA	Atty. Silvestre A. Mosing
Designation : Public Attorney IV OIC Administrative Service	Deputy Chief Public Attorney

PUBLIC ATTORNEY'S OFFICE  
F.P.M.S.  
**RECEIVED**  
JAN 11 2021  
REC'D BY: \_\_\_\_\_ TIME: \_\_\_\_\_

PUBLIC ATTORNEY'S OFFICE  
EXECUTIVE SERVICE  
**RECEIVED**  
JAN 11 2021  
REC'D BY: *[Signature]* TIME: *2:24*

PUBLIC ATTORNEY'S OFFICE  
SUPPORT SERVICES  
**RECEIVED**  
05 JAN 2021  
REC'D BY: *[Signature]* TIME: *9:32*



Republic of the Philippines

**PUBLIC ATTORNEY'S OFFICE**

Tanggapan ng Manananggol Pambayan

Kagawaran ng Katarungan

DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City  
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**DR. PERSIDA V. RUEDA-ACOSTA, DSD**


Chief Public Attorney  
Public Attorney's Office  
DOJ Agencies Bldg., NIA Rd  
Brgy. Pinyahan Diliman  
Quezon City 1100

Dear Chief,

Good Day!

It is very unfortunate that the Airconditioning unit of Cash Section, with Property No. RAC-229 and was acquired on February 14, 2005, was asserted to be unserviceable already. Thus, we would like to request one unit of split type air conditioner with 2.0 horse power. We are hoping for your approval. Thank you and God Bless.

Very truly yours,

  
**MA. RUBY F. FLORENDO**  
OIC-Cash Section

