



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 FIXING ASSEMBLY MAIN FOR CANON IR4251 AS SPECIFIED UNDER PURCHASE REQUEST NO. 733-12-2020 FOR THE USE OF PAO-KORONADAL REGIONAL OFFICE, AT THE SERVICE HEAD'S OFFICE, FIELD OPERATIONS AND STATISTICS SERVICE (FOSS), PAO CENTRAL OFFICE

**RESOLUTION**

**RECOMMENDING THE DELEGATION OF PROCUREMENT OF ONE (1) UNIT OF FIXING ASSEMBLY FOR CANON IR4251 THROUGH SHOPPING TO PAO-SUPPLY SECTION FOR THE USE OF PAO-KORONADAL REGIONAL OFFICE, AS SPECIFIED UNDER PURCHASE REQUEST NO. 733-12-2020, 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**, there is an approved budget for the contract of the procurement of the aforementioned item, it being unavailable in procurement service<sup>1</sup>, described in detail in PR No. 733-12-2020, with a the total amount of Thirty Thousand Pesos (P30,000.00)<sup>2</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 THE PROCUREMENT OF ONE (1) UNIT OF FIXING ASSEMBLY FOR CANON IR4251 THROUGH SHOPPING TO PAO-SUPPLY SECTION FOR THE USE OF**


<sup>1</sup> Certificate of Non-Availability, Procurement Service, Department of Budget and Management

<sup>2</sup> Approved Budget for the Contract from the Financial Planning and Management Service

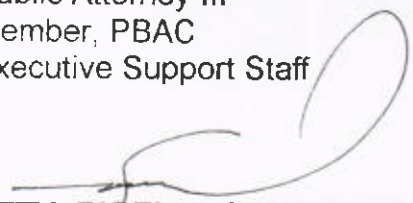
**PAO-KORONADAL REGIONAL OFFICE, AS SPECIFIED UNDER PURCHASE REQUEST NO. 733-12-2020, IN ACCORDANCE WITH ANNEX "H," NO. IV, SUBSECTION (J) OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9134**

**APPROVED** this 18<sup>th</sup> 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

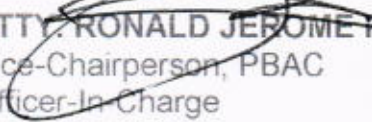
  
**ATTY. ALEM-EMAN CHISUM L. ABEYA**  
Public Attorney III  
Member, PBAC  
Executive Support Staff

ORIGINAL SIGNED  
**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  
Officer-In-Charge  
Field Operations and Statistics Service

Acceded By: *(The TWG)*

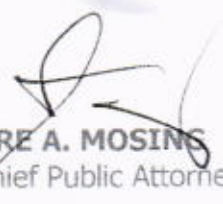
  
**MS. ALMA E. DUMAGO-LATOSA**  
Head, Technical Working Group (TWG)  
Director II  
Financial Planning and Management Service

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

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

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

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

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

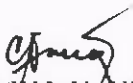
*Prepared By: (The Secretariat)*



**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  
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Control No: TRANS-2021-01-001

January 18, 2021


**ATTY. MARLON E. BUAN**  
Chairperson – PAO-Bids and Awards Committee  
Regional Public Attorney  
PAO-NCR

Sir:

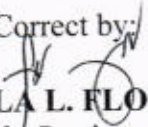
Attached herewith is the approved Purchase Request needed by the PAO-Koronadal R.O. to wit:

No.	PR No.	Requesting Office	Item Description	Quantity	Unit Price	Total Amount
1	733-12-2020	Koronadal R.O.	<i>Fixing Assembly For Copier Model: Canon IR4251</i>	1	30,000.00	300,000.00
<b>TOTAL</b>						<b>30,000.00</b>


Prepared by:

  
**ANDRIAN H. MARASIGAN**  
Admin. Officer II

Certified Correct by:

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

Noted by:

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

*Received Copy of  
C. Buaya 01/18/21*



### PURCHASE REQUEST

Entity Name: PUBLIC ATTORNEY'S OFFICE

Fund Cluster: 01

Office/Section : <b>PAO-SOCCSKSARGEN Regional Office</b>		PR No.: <u>33-12-2020</u>		Date: December 17, 2020	
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	set	<b>FIXING ASSEMBLY UNIT, CANON COPIER Model:IR4251</b>	1	30,000.00	30,000.00
<b>Total (Php)</b>					<b>30,000.00</b>

PUBLIC ATTORNEY'S OFFICE  
F.P.M.S.  
**RECEIVED**  
DEC. 21 2020  
REC'D BY: \_\_\_\_\_ TIME: \_\_\_\_\_

Purpose: *For the use of PAO-SOCCSKSARGEN Regional Office*

<p>Requested by: _____</p> <p>Signature : _____</p> <p>Printed Name: <b>ATTY. SERVILLANO SANTIAGO A. LORENZO III</b></p> <p>Designation : <b>Regional Public Attorney</b></p>	<p>Approved by: _____</p> <p>Signature : _____</p> <p>Printed Name: <b>ATTY. SILVESTRE A. MOSING</b></p> <p>Designation : <b>Deputy Chief Public Attorney</b></p>
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PUBLIC ATTORNEY'S OFFICE  
EXECUTIVE SERVICE  
**RECEIVED**  
DEC 23 2020  
REC'D BY: \_\_\_\_\_ TIME: \_\_\_\_\_

PUBLIC ATTORNEY'S OFFICE  
SUPPLY SECTION  
**RECEIVED**  
21 DEC 2020  
REC'D BY: \_\_\_\_\_ TIME: \_\_\_\_\_