



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**  
Tanggapan ng Manananggol 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

**NOTICE OF AWARD**

16 March 2023

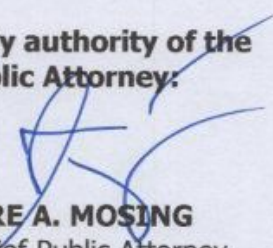
PHILCOPY CORPORATION  
793 JP Rizal Ave., Makati City  
[supplies@philcopy.net](mailto:supplies@philcopy.net)  
<jijettsantos@philcopy.net>

This is to inform you that the PAO Bid and Awards Committee (PBAC) resolved to recommend the procurement from your company through Direct Contracting the following item: **ASSORTED REPLACEMENT PARTS FOR COPIER MODEL ECOSYS M4125IDN AS SPECIFIED UNDER PURCHASE REQUEST NO. 180-02-2023, FOR PAO-CENTRAL OFFICE, FOSS, UNDER SECTION 50(c) IN RELATION TO ANNEX "H," NO. V, SUBSECTION (A)1-c OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184**

The same recommendation for procurement being approved, you are hereby issued this Notice of Award to proceed with the subject procurement, subject to posting of warranty security in accordance with the IRR of RA 9184.

Thank you very much and more power!

**For and by authority of the  
Chief Public Attorney:**

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



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**

Tanggapan ng Manananggol 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

**Re: NOTICE TO PROCEED**

**ASSORTED REPLACEMENT PARTS FOR COPIER MODEL ECOSYS M4125IDN AS SPECIFIED UNDER PURCHASE REQUEST NO. 180-02-2023, FOR PAO-CENTRAL OFFICE, FOSS, UNDER SECTION 50(c) IN RELATION TO ANNEX "H," NO. V, SUBSECTION (A)1-c OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184**

PHILCOPY CORPORATION  
793 JP Rizal Ave., Makati City  
[supplies@philcopy.net](mailto:supplies@philcopy.net)  
<jijettsantos@philcopy.net>

PHILCOPY:

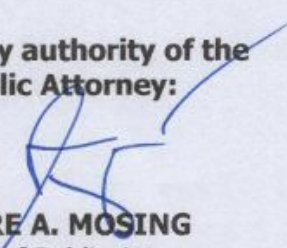
The attached Purchase Order/Contract having been approved, notice is hereby given to PHILCOPY that work may proceed on the above titled procurement, effective upon receipt and acceptance of this Notice to Proceed.

You are responsible for performing the delivery of the aforementioned supply under the terms and conditions of the Purchase Order/Contract and in accordance with the Implementing Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the PBAC Secretariat.

Thank you very much and more power!

**For and by authority of the  
Chief Public Attorney:**

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





**PAO BIDS AND AWARDS COMMITTEE (PBAC)**

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 14 MARCH 2023 RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF ASSORTED REPLACEMENT PARTS FOR COPIER MODEL ECOSYS M4125IDN AS SPECIFIED UNDER PURCHASE REQUEST NO. 180-02-2023, HELD AT THE PAO CENTRAL OFFICE VIA PBAC ZOOM MEETING

**RESOLUTION**

**RECOMMENDING THE PROCUREMENT THROUGH DIRECT CONTRACTING OF ASSORTED REPLACEMENT PARTS FOR COPIER MODEL ECOSYS M4125IDN AS SPECIFIED UNDER PURCHASE REQUEST NO. 180-02-2023, FOR PAO-CENTRAL OFFICE, FOSS, UNDER SECTION 50(c) IN RELATION TO ANNEX "H," NO. V, SUBSECTION (A)1-c 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**, considering that the use of photocopiers and its corresponding parts is crucial in the day-to-day discharge of functions in this Office in view of the voluminous cases it handles both in the judicial and non-judicial services it caters;

**WHEREAS**, in view of the fact that the subject machines of the requesting PAO Office are in need of replacement parts and must all be immediately repaired in order not to hamper the service delivery of the Offices;

**WHEREAS**, since the parts needed to be replaced/repared are exclusively<sup>1</sup> provided by Philcopy Corporation (Philcopy) and the needed parts are critical components of the copiers, it is but proper that the same be immediately procured from the said entity;

**WHEREAS**, there is an approved budget for the contract of the subject procurement with a total amount of Ninety Two Thousand Eight Hundred Twenty Two Pesos (Php 92,822.00)<sup>2</sup>;

**WHEREAS**, that after the conduct of a pre-procurement conference with the PBAC-Technical Working Group (PBAC-TWG) for their review and recommendation the details and specification of the subject procurement, this committee adopts the PAO-TWG's recommendation with the PAO-Supply Section justifying and proving that procurement of the subject item through its exclusive authorized distributor is most beneficial for the government as there is no substitute in the market offering a more advantageous terms considering the quality of the printing products and that the said distributor has the proper qualifications as supplier of the subject procurement in accordance with the law

**WHEREAS**, ultimately considering that the procurement of the mentioned items and the needed services for their installation are critical components exclusively supplied by PHILCOPY, BAC Member Dir. Marilyn Boongaling moved that the practicality and necessity in procuring the same through Direct Contracting in accordance with Section 50(c) in relation to ANNEX "H," NO. V, SUBSECTION (A)1-c of the IRR of RA 9184 is thus in order, duly seconded by BAC Member Atty. Ronald Macorol;


<sup>1</sup> Certificate of Exclusivity of Philcopy

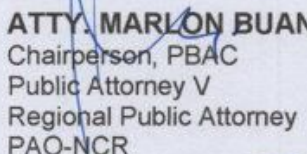
<sup>2</sup> Approved Budget for the Contract from the Financial Planning and Management Service

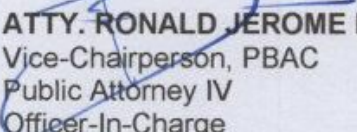


**NOW THEREFORE, WE,** the Members of the PAO Bids and Awards Committee (PBAC), by virtue of the powers vested on Us by Law, after duly considering the recommendations of the Technical Working Group (TWG), and all members here present, **hereby resolve to recommend to the Head of Procuring Entity the pursuance of a DIRECT CONTRACTING UNDER SECTION 50(c) IN RELATION TO ANNEX "H," NO. V, SUBSECTION (A)1-c OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184, in purchasing from PHILCOPY the exigently needed ASSORTED REPLACEMENT PARTS FOR COPIER MODEL ECOSYS M4125IDN AS SPECIFIED UNDER PURCHASE REQUEST NO. 180-02-2023, FOR PAO-CENTRAL OFFICE, FOSS, SUBJECT TO POSTING OF WARRANTY SECURITY IN ACCORDANCE WITH RA 9184.**

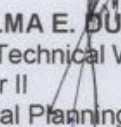
**APPROVED** this 14th day of March 2023 at the Public Attorney's Office (PAO) Central Office, 5<sup>th</sup> Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman, (1104) Quezon City, Philippines thru Zoom Video Conference.

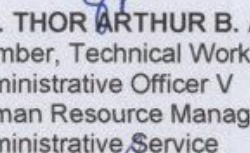
  
**ATTY. RONALD R. MACOROL**  
Public Attorney IV  
Member, PBAC  
Officer-In-Charge  
Special Appealed Cases Unit


  
**ATTY. MARLON BUAN**  
Chairperson, PBAC  
Public Attorney V  
Regional Public Attorney  
PAO-NCR


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

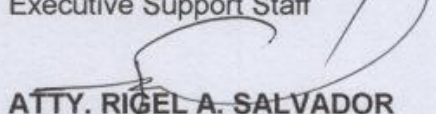
**Acceded By: (The TWG)**


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

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

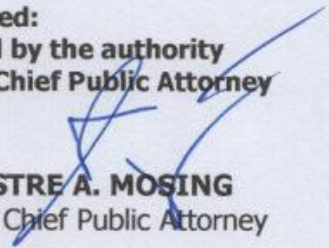
  
**MR. MICHAEL M. MENDOZA**  
Member, Technical Working Group (TWG)  
Administrative Assistant III  
Cash Section  
Administrative Service

  
**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

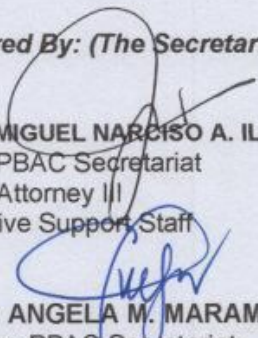
  
**DIR. MARILYN S. BOONGALING**  
Director II  
PAO-Administrative Service

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

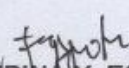
  
**SILVESTRE A. MOSING**  
Deputy Chief Public Attorney




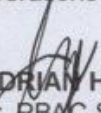
**Prepared By: (The Secretariat)**

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

  
**ENGR. ANGELA M. MARAMAG-PRADO**  
Member, PBAC Secretariat  
Computer Programmer I  
General Services Division  
Administrative Service

  
**MS. FILIPINA Y. ESPIRITU**  
Member, PBAC Secretariat  
Librarian III  
Legal Research Service

  
**MR. JULIUS DONIVAN F. BARSANA**  
Member, PBAC Secretariat  
Planning Officer I  
Field Operations and Statistics Service

  
**MR. ANDRIAN H. MARASIGAN**  
Member, PBAC Secretariat  
Administrative Officer II  
Supply Section, Administrative Service



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

**Control No: TRANS-2023-03-030**

March 08, 2022

**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-FOSS  
to wit:

PHILCOPY CORPORATION						
No.	PR No.	Requesting Office	Item Description	Quantit y	Unit Price	Total Amount
1	180-02-2023	FOSS	Kyocera Maintenance Kit MK-6119	2	36,960.00	73,920.00
			Kyocera Feed Roller (DP)	2	2,992.00	5,984.00
			Kyocera Parts Pulley Set SP	4	1,965.00	7,860.00
			Kyocera Retard Roller (DP)	2	2,529.00	5,058.00
			(Copier Model: ECOSYS M4125IDN)			
TOTAL						92,822.00

Prepared by:

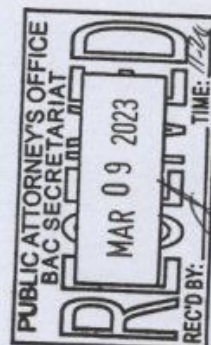
**ANDRIAN H. MARASIGAN**  
Admin. Officer II

Certified Correct by:

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

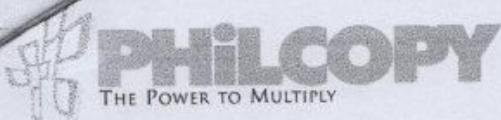
Noted by:

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









SALES QUOTATION NO. 042-2302-0144  
FEBRUARY 10, 2023

PUBLIC ATTORNEY'S OFFICE  
DOJ AGENCIES BLDG. NIAD ROAD, Q.C.

ATTENTION: MR. ANDI MARASIGAN

Dear Sir / Madam:

Thank you for allowing us to serve you. Based on the assessment of our Service Engineer, we are pleased to offer you our quotation for the immediate replacement of spare part/s & or consumables of your KYOCERA MULTI FUNCTION LASER COPIER ECOSYS M4125IDN Serial No. RCX8200015 as follows:

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
KYOCERA MAINTENANCE KIT MK-6119	1 SET	36,960.00	36,960.00
KYOCERA FEED ROLLER (DP)	1 PIECE	2,992.00	2,992.00
KYOCERA PARTS PULLEY SET SP	2 PIECE	1,965.00	3,930.00
KYOCERA RETARD ROLLER (DP)	1 PIECE	2,529.00	2,529.00

GROSS SALE 46,411.00

TOTAL FOB 46,411.00

PAYMENT TERMS: 30 day(s)

VALIDITY: 30 days , thereafter price subject for final confirmation.

This is just the initial assessment. Additional parts and/or consumables may be needed during the actual repair. Should you find the above acceptable, please send this back to us thru Fax No. 8376-6992/8376-6994 or email at west\_triangle@philcopy.net with your conformity in the space herein provided.

Thank you very much.

Very truly yours,

Jerel Arfe Arroyo  
Branch Head

CONFORME:

Authorized Representative  
Signature over Printed  
Name / Date

This is a computer generated document and no signature is required.

S.E.: 4183  
SYS CRTL #: VO2XW-5UPQKHEUA0

PHILCOPY CORPORATION  
Unit 2B Carmel Suite #15 Chronicle St., West Triangle, Quezon City \* Tel. No. 8376-6992/94 \* Email Add.  
west\_triangle@philcopy.net



Dated this 8<sup>th</sup> day of April 2022

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**NOTARIAL CERTIFICATE**

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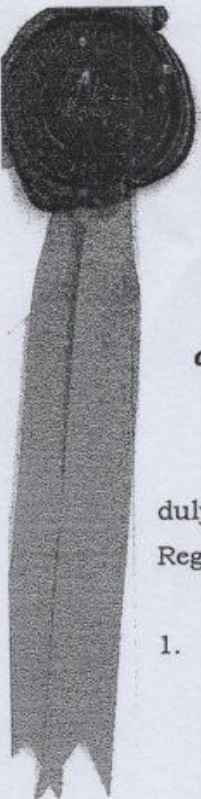
**Fred Kan & Co.**

Solicitors & Notaries  
3104-06 Central Plaza  
18 Harbour Road, Hong Kong

Tel: 2598 1318 Fax: 2588 1318

Ref: H8555/GEN/FK-FK





**TO ALL TO WHOM THESE PRESENTS SHALL COME :**

**I, FREDERICK KA-CHONG KAN,**

**of Hong Kong,**

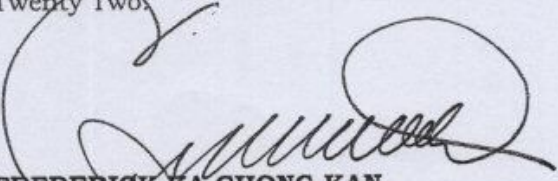
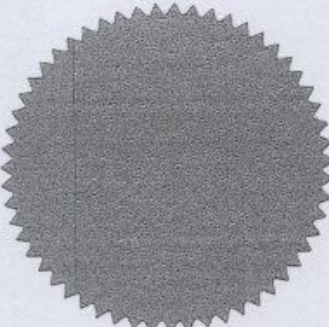
**a Special Administrative Region of the People's Republic of China,**

**Notary Public**

duly authorised and qualified to practise in the Hong Kong Special Administrative Region of the People's Republic of China **DO HEREBY CERTIFY THAT:**

1. The paper writing annexed hereto is a Sworn Certificate of Guarantee Exclusive Distributorship Agreement dated 4<sup>th</sup> March, 2022 which was properly signed, for and on behalf of KYOCERA Document Solutions Asia Limited (京瓷辦公信息系統亞洲有限公司) (the "Company"), a company incorporated under the Companies Ordinance, Cap. 32, Laws of Hong Kong, by its director, Mr. Takuma KIMURA (holder of Japanese Passport bearing No. TR5627506); and
2. To the best of my knowledge and belief, the signature of the said Mr. Takuma KIMURA subscribed to the said Sworn Certificate of Guarantee Exclusive Distributorship Agreement is the signature of the said Mr. Takuma KIMURA which I have compared with his signatures on documents filed with the Companies Registry.

**IN TESTIMONY** whereof I have hereunto subscribed my name and affixed my Seal of Office this 8<sup>th</sup> day of April, Two Thousand and Twenty Two.



**FREDERICK KA-CHONG KAN**  
**Notary Public, Hong Kong SAR,**  
**Suites 3104-6, Central Plaza,**  
**18 Harbour Road,**  
**Hong Kong**

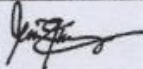
5775



This Apostille only certifies the authenticity of the signature and the capacity of the person who has signed the public document, and, where appropriate, the identity of the seal or stamp which the public document bears. This Apostille does not certify the content of the document for which it was issued. To verify the issuance of this Apostille, see

"[https://www.judiciary.hk/en/court\\_services\\_facilities/apostille\\_verification.html](https://www.judiciary.hk/en/court_services_facilities/apostille_verification.html)"

此項文件加蓋僅就公共文件上簽署的真確性、簽署人的身分及，如適用的話，文件上的蓋章蓋印予以證明。此項文件加蓋並不就文件的内容作出證明。就發出此文件加蓋之查證，見 "[https://www.judiciary.hk/zh/court\\_services\\_facilities/apostille\\_verification.html](https://www.judiciary.hk/zh/court_services_facilities/apostille_verification.html)"

APOSTILLE (Convention de La Haye du 5 octobre 1961)			
1. Country: 國家/地區		Hong Kong, China 中國香港	
This public document 此公共文件			
2. has been signed by 簽署人為		Kan Ka Chong Frederick	
3. acting in the capacity of 其行事的身分為		Notary Public 公證人	
4. bears the seal / stamp of 蓋有的蓋章/蓋印		Kan Ka Chong Frederick	
Certified 加蓋證明			
5. at 在	High Court 高等法院	6. the 於	13 APR 2022 2022 年 04 月 13 日
7. by 由	Simon KWANG Registrar, High Court 鄭卓宏 高等法院司法常務官		
8. No 編號	18168 / 2022		
9. Seal / stamp: 蓋章/蓋印	10. Signature: 簽署		

Reference Code 參考編號: C85BEBA3





4<sup>th</sup> March 2022

Document reference: TD/PH/22030401

Philcopy Corporation  
P.O. Box 5190, Philcopy Bldg.,  
793, J. Rizal St., Makati,  
Metro Manila, Philippines

Attention: Mr. Efren Lim Quidilla  
President

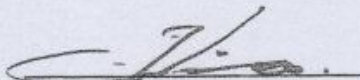
Sworn Certificate of Guarantee  
Exclusive Distributorship Agreement

We, KYOCERA Document Solutions Asia Limited appoint Philcopy Corporation as an exclusive distributor in marketing and servicing KYOCERA Document Solutions brand multi-functional products, laser printers and multi-functional peripheral, software solutions, including related consumables and spare parts in the Philippines. Therefore, Philcopy Corporation is responsible for sales and after sales service for the said products.

This certificate is valid till 31<sup>st</sup> March, 2023.

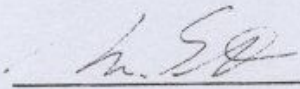
Yours faithfully,

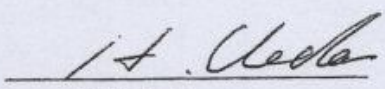
KYOCERA Document Solutions Asia Limited



Takuma KIMURA, President

In witness of signature

(1)   
Motohiro SATO, Vice President  
KYOCERA Document Solutions Asia Limited

(2)   
Hiroyuki UEDA, Director  
KYOCERA Document Solutions Asia Limited





REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
BUREAU OF INTERNAL REVENUE  
Revenue Region No. 8A – Makati City

TCBP NO. 08A-049-02-10-R0100-2022-M

# TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

## PHILCOPY CORPORATION

Name of Taxpayer

793 J.P. RIZAL AVENUE POBLACION MAKATI CITY

Address

000-169-318-00000

Taxpayer Identification Number

This is to certify that the above-mentioned taxpayer is eligible for issuance of this Tax Clearance Certificate having satisfied all the criteria set forth by the BIR as of date of this certification pursuant to Revenue Regulations No. 8-2016, as amended.

Tax liabilities recorded after the aforesaid dates or outside the jurisdiction of this Office are not covered by this clearance.

Issued this 10th day of February 2022

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL FEBRUARY 10, 2023 ONLY OR UNTIL REVOKED FOR VIOLATION OF THE CRITERIA SPECIFIED UNDER REVENUE REGULATIONS NO. 8-2016, AS AMENDED AND REVENUE MEMORANDUM ORDER NO. 46-2018, WHICHEVER COMES EARLIER. THIS SHALL NOT BE USED ON SALES/TRANSFER OF REAL PROPERTIES. CERTIFICATION FEE OF P100 WAS PAID ON FEBRUARY 8, 2022 UNDER EFPS PAYMENT TRANSACTION NO. 225863251. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.



*ANNE M. REYES*  
**ANNE M. REYES**

Officer-in-Charge, Collection Division



WARNING: Counterfeiting is punishable by law. For authenticity, please visit BIR website [www.bir.gov.ph/index.php/tax-clearance/released-tax-clearance.html](http://www.bir.gov.ph/index.php/tax-clearance/released-tax-clearance.html). Tax Clearance Certificate (for BIDDING PURPOSES) not listed/posted herein will be deemed to have originated from an illegal source.



Republic of the Philippines  
Department of Budget and Management  
**PROCUREMENT SERVICE**  
**CERTIFICATE OF PHILGEPS REGISTRATION**  
(Platinum Membership)

THIS IS TO CERTIFY THAT

**PHILCOPY CORPORATION**

793 JP Rizal Ave., Poblacion ,  
Makati City , Metro Manila , NCR , Philippines

is registered in the **Philippine Government Electronic Procurement System (PhilGEPS)** on 22-Jun-2001 pursuant to Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

This further certifies that **PHILCOPY CORPORATION** has submitted the required eligibility documents in the PhilGEPS Supplier Registry as listed in Annex A, which document is attached hereto and made an integral part hereof.

For the purpose of updating this Certificate, all Class "A" eligibility documents covered by Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act No. 9184 supporting the veracity, authenticity and validity of this Certificate shall remain current and updated. The failure by the prospective Bidder to update this Certificate with the current and updated Class "A" eligibility documents shall result in the automatic suspension of its validity until such time that all of the expired Class "A" eligibility documents has been updated.

By submitting this Certificate, the Bidder certifies:

1. the authenticity, genuineness, validity, and completeness of the copy of the original eligibility documents submitted;
2. the veracity of the statements and information contained therein;
3. that the Certificate is not a guaranty that the named registrant will be declared eligible without first being determined to be such for that particular bidding, nor is it an evidence that the Bidder has passed the post-qualification stage; and
4. that any finding of concealment, falsification, or misrepresentation of any of the eligibility documents submitted, or the contents thereof shall be a ground for disqualification from further participation in the bidding process, without prejudice to the imposition of appropriate administrative, civil and criminal penalty in accordance with the laws.

This Certificate is valid until 11-May-2023

Issued this 22nd day of April 2022.

This is a system generated certificate. No signature is required.



Documentary Stamp Tax Paid Php 30.00  
Certificate Reference No: 2001062059451859794909  
Amended Date as of June 1, 2022 1:53 PM



## REMINDERS <sup>1</sup>

- *The PhilGEPS office shall not determine the eligibility of merchants. The PhilGEPS office's evaluation of the eligibility requirements shall be for the sole purpose of determining the approval or disapproval of the merchant's application for registration.*
- *A merchant's registration and membership in the GOP-OMR is neither contract-specific nor understood to be tantamount to a finding of eligibility. Neither shall the merchant's successful registration in the GOP-OMR be relied upon to claim eligibility for the purpose of participation in any public bidding.*
- *The determination of the eligibility of merchants, whether registered with the GOP-OMR or not, shall remain with the Bids and Awards Committee (BAC). The BAC's determination of validity of the eligibility requirements shall be conclusive to enable the merchant to participate in the public bidding process.*

Certificate Reference No: 2001062059451859794909  
Amended Date as of June 1, 2022 1:53 PM

Page 2 of 3

<sup>1</sup>Refer to Section 4 of the Guidelines for the Use of the Government of the Philippines - Official Merchant's Registry




# List of Eligibility Documents

of  
**PHILCOPY CORPORATION**  
 793 JP Rizal Ave., Poblacion ,  
 Makati City , Metro Manila , NCR , Philippines

<b>SEC Certificate</b>	Registration Date : 23-Oct-1979 SEC Certificate Number : 89173
<b>Mayors Permit</b>	Expiration Date : 31-Dec-2022 Permit Number : 32135 Place of Issue : MAKATI CITY Issued By / Signatory : HON. MAR-LEN ABIGAIL S. BINAY Issuance Date : 21-Jan-2022
<b>Tax Clearance</b>	Expiration Date : 10-Feb-2023 TCC Number : 08A-049-02-10-R0100-2022-M Issued By / Signatory : ANNE M. REYES Issuance date : 10-Feb-2022
<b>Audited Financial Statement</b>	Date of Filing : 25-Apr-2022 Current Asset : 634,628,093.85 Total Asset : 685,732,115.57 Current Liabilities : 310,007,027.62 Total Liabilities : 330,007,027.62 Name of Auditor : GUILLERMA M. GUMERA BIR RDO Code : 049
<b>PCAB License</b>	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :




For BIR BCS/ Use Only Item:



Republic of the Philippines  
Department of Finance  
Bureau of Internal Revenue

BIR Form No.  
**1702-RT**  
January 2018(ENCS)  
Page 1

**Annual Income Tax Return**  
Corporation, Partnership and Other Non-Individual  
Taxpayer Subject Only to REGULAR Income Tax Rate  
Enter all required information in CAPITAL LETTERS. Mark applicable boxes with an "X".  
Two copies MUST be filed with the BIR and one held by the taxpayers.



1702-RT 01/18(ENCS P1)

1 For ☒ Calendar ☐ Fiscal ☐ Amended Return? ☐ Yes ☒ No ☐ Short Period Return ☐ Yes ☒ No

2 Year Ended (MM/20YY)  
12 - December, 20 21

5 Applicable Tax Code (ATC)  
IC 055-Minimum Corporate Income Tax (MCIT)  
(IC 010 - CORPORATION IN GENERAL - JAN. 1, 2008)

**Part I - Background Information**

6 Tax Identification Number (TIN) 000 - 189 - 318 - 00000 7 RDO Code 048

8 Registered Name (Enter only 1 letter per box using CAPITAL LETTERS)  
PHILCOPY CORPORATION

9 Registered Address (Indicate complete address. If the registered address is different from the current address, go to the RDO to update registered address by using BIR Form No. 1502)  
783 J P RIZAL AVE POBLACION MAKATI CITY  
9A ZIP Code 1210

10 Date of Incorporation/Organization (MM/DD/YYYY) 10/23/1979 11 Contact Number 8817978

12 Email Address jen.eblforms2015@google.com

13 Method of Deductions ☒ Itemized Deductions [Section 34 (A-J), NIRC] ☐ Optional Standard Deduction (OSD) - 40% of Gross Income [Section 34(L), NIRC as amended]

**Part II - Total Tax Payable** (Do NOT enter Centavos; 48 Centavos or Less drop down; 50 or more round up)

14 Tax Due 3,190,408

15 Less: Total Tax Credits/Payments 3,158,567

16 Net Tax Payable (Overpayment) (Item 14 Less Item 15) 31,822

Add: Penalties

17 Surcharge 0

18 Interest 0

19 Compromise 0

20 Total Penalties (sum of items 17 to 19) 0

21 TOTAL AMOUNT PAYABLE (Overpayment) (Sum of Items 16 and 20) 31,822

If Overpayment, mark one(1) box only (Once the choice is made, the same is irrevocable)  
☐ To be refunded ☐ To be issued a Tax Credit Certificate (TCC) ☐ To be carried over as a tax credit for next year/quarter

We declare under the penalties of perjury that this return, and all its attachments, have been made in good faith, verified by us, and to the best of our knowledge and belief, are true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. (If signed by an Authorized Representative, indicate TIN and attach authorization letter)

Signature over Printed Name of President/Principal Officer/Authorized Representative

Signature over Printed Name of Treasurer/Assistant Treasurer

Title of Signatory

TIN

Title of Signatory

TIN

22 Number of Attachments 000

**Part III - Details of Payment**

Particulars	Drawee Bank/ Agency	Number	Date(MM/DD/YYYY)	Amount
23 Cash/Bank Debit Memo				0
24 Check				0
25 Tax Debit Memo				0
26 Others (Specify Below)				0

Machine Validation/Revenue Official Receipt Details (if not filed with an Authorized Agent Bank(AAB))

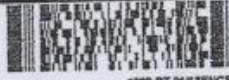
Stamp of Receiving Office/AAB and Date of Receipt (RO's Signature/Bank Stamp)

RECEIVED

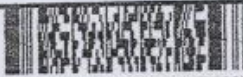
REVENUE REGION NO. 12 MAKATI  
REVENUE DIVISION NO. 42  
NORTH HALL  
INITIALS: DATE: RDO NAME: RDO CLERK: RDO CLERK NO:

APR 25 2022

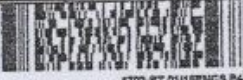


BIR Form No. 1702-RT January 2018(ENCS) Page 2		Annual Income Tax Return Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate		 1702-RT 01/18/ENCS P2	
Taxpayer Identification Number(TIN)				Registered Name	
000 169 318 00000				PHILCOPY CORPORATION	
Part IV - Computation of Tax <small>(DO NOT enter Centavo; 49 Centavos or Less drop down; 50 or more round up)</small>					
27 Sales/Revenues/Receipts/Fees				326,590,805	
28 Less: Sales Returns, Allowances and Discounts				0	
29 Net Sales/Revenues/Receipts/Fees (Item 27 Less Item 28)				326,590,805	
30 Less: Cost of Sales/Services				161,393,516	
31 Gross Income from Operation (Item 29 less Item 30)				165,197,289	
32 Add: Other Taxable Income Not Subjected to Final tax				0	
33 Total Taxable Income (Sum of Items 31 and 32)				165,197,289	
Less: Deductions Allowable under Existing Law					
34 Ordinary Allowable Itemized Deductions				152,435,852	
35 Special Allowable Itemized Deductions				0	
36 NOLCO (Only for those taxable under Sec. 27(A to C); Sec. 28(A)(1)(4)(B)(c) of Tax code, as amended)				0	
37 Total Deductions (Sum of Items 34 to 36)				152,435,852	
OR (in case taxable under Sec 27(A) & 28(A)(1))					
38 Optional Standard Deduction (OSD) (40% of Item 33)				0	
39 Net Taxable Income/(Loss) <small>(If Itemized: Item 33 Less Item 37; If OSD: Item 33 Less Item 38)</small>				12,761,837	
40 Applicable Income Tax Rate				25 %	
41 Income Tax Due other than Minimum Corporate Income Tax(MCIT) (Item 39 x Item 40)				3,190,409	
42 MCIT Due (2% of Item 33)				165,973	
43 Tax Due (Normal Income Tax Due in Item 41 OR the MCIT Due in Item 42, whichever is higher)				3,190,409	
Less: Tax Credits/Payments (attach proof)				0	
44 Prior Year's Excess Credits Other Than MCIT				0	
45 Income Tax Payment under MCIT from Previous Quarter/s				0	
46 Income Tax Payment under Regular/Normal Rate from Previous Quarter/s				105,754	
47 Excess MCIT Applied this Current Taxable Year				0	
48 Creditable Tax Withheld from Previous Quarter/s per BIR Form No. 2307				2,486,398	
49 Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter				564,435	
50 Foreign Tax Credits, If applicable				0	
51 Tax Paid in Return Previously Filed, If this is an Amended Return				0	
52 Special Tax Credits				0	
Other Credits/Payments (specify)				0	
53				0	
54				0	
55 Total Tax Credits/Payments (Sum of Items 44 to 54)				3,158,587	
56 Net Tax Payable (Overpayment) (Item 43 Less Item 55)				31,822	
Part V - Tax Relief Availment					
57 Special Allowable Itemized Deductions (Item 35 of Part IV x Applicable Income Tax Rate)				0	
58 Add: Special Tax Credits				0	
59 Total Tax Relief Availment (Sum of Items 57 & 58)				0	



BIR Form No. <b>1702-RT</b> January 2018(ENCS) Page 3		<b>Annual Income Tax Return</b> Corporation, Partnership and Other Non-individual Taxpayer Subject Only to REGULAR Income Tax Rate		 1702-RT 01/18ENCS P2	
Taxpayer Identification Number(TIN) 000 169 318 00000				Registered Name PHILCOPY CORPORATION	
Part VI - Schedules (DO NOT enter Centavo; 49 Centavo or Less drop down; 50 or more round up)					
Schedule I - Ordinary Allowable Itemized Deductions (Attach additional sheets if necessary)					
1 Amortization				0	
2 Bad Debts				0	
3 Charitable and Other Contributions				0	
4 Depletion				0	
5 Depreciation				3,218,747	
6 Entertainment, Amusement and Recreation				0	
7 Fringe Benefits				5,242,540	
8 Interest				0	
9 Losses				0	
10 Pension Trusts				0	
11 Rental				17,858,415	
12 Research and Development				0	
13 Salaries, Wages and Allowances				99,184,982	
14 SSS, GSIS, Philhealth, HDMF and Other Contributions				7,342,832	
15 Taxes and Licenses				4,781,573	
16 Transportation and Travel				0	
17 Others(Deductions Subject to Withholding Tax and Other Expenses) (Specify below. Add additional sheets, if necessary)					
a Janitorial and Messengerial Services				0	
b Professional Fees				0	
c Security Services				213,766	
d OTHERS				13,594,797	
e				0	
f				0	
g				0	
h				0	
i				0	
18 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 17)				152,435,652	
Schedule II - Special Allowable Itemized Deductions (Attach additional sheets, if necessary)					
Description		Legal Basis		Amount	
1				0	
2				0	
3				0	
4				0	
5 Total Special Allowable Itemized Deductions (Sum of Items 1 to 4)				0	



BIR Form No. <b>1702-RT</b> January 2018(ENC8) Page 4	<b>Annual Income Tax Return</b> Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate	 1702-RT 0111ENC8 P4	
Taxpayer Identification Number(TIN) <span style="float: right;">Registered Name</span> <div style="display: flex; justify-content: space-between;"> <span>000 168 318 00000</span> <span>PHILCOPY CORPORATION</span> </div>			
<b>Schedule III - Computation of Net Operating Loss Carry Over (NOLCO)</b>			
1 Gross Income		0	
2 Less: Ordinary Allowable Itemized Deductions		0	
3 Net Operating Loss (Item 1 Less Item 2) (To Schedule IIIA, Item 7A)		0	
<b>Schedule IIIA - Computation of Available Net Operating Loss Carry Over (NOLCO)</b> <span style="float: right; font-size: small;">(DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)</span>			
Year Incurred	Net Operating Loss A) Amount	B) NOLCO Applied Previous Year/s	
4	0	0	
5	0	0	
6	0	0	
7	0	0	
Continuation of Schedule IIIA (Item numbers continue from table above)			
C) NOLCO Expired	D) NOLCO Applied Current Year	E) Net Operating Loss (Unapplied) [ E = A Less (B + C + D) ]	
4	0	152,435,652	
5	0	0	
6	0	0	
7	0	0	
8 Total NOLCO (Sum of Items 4D to 7D)	0		
<b>Schedule IV - Computation of Minimum Corporate Income Tax(MCIT)</b>			
Year	A) Normal Income Tax as Adjusted	B) MCIT	C) Excess MCIT over Normal Income Tax
1	0	0	0
2	0	0	0
3	0	0	0
Continuation of Schedule IV (Item numbers continue from table above)			
D) Excess MCIT Applied/Used in Previous Years	E) Expired Portion of Excess MCIT	F) Excess MCIT Applied this Current Taxable Year	G) Balance of Excess MCIT Allowable as Tax Credits for Successing Years [ G = C Less (D + E + F) ]
1	0	0	0
2	0	0	0
3	0	0	0
4 Total Excess MCIT Applied (Sum of Items 1F to 3F)		0	
<b>Schedule V - Reconciliation of Net Income per Books Against Taxable Income (Attach additional sheets, if necessary)</b>			
1 Net Income/(Loss) per Books		12,761,637	
Add: Non-deductible Expenses/Taxable Other Income			
2		0	
3		0	
4 Total (Sum of Items 1 to 3)		12,761,637	
Less: A) Non-Taxable Income and Income Subjected to Final Tax			
5		0	
6		0	
B) Special Deductions			
7		0	
8		0	
9 Total (Sum of Items 5 to 8)		0	
10 Net taxable Income (Loss) (Item 4 Less Item 9)		12,761,637	



Gmail

len baylon <len.ebirforms2015@gmail.com>

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## Tax Return Receipt Confirmation

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ebirforms-noreply@bir.gov.ph <ebirforms-noreply@bir.gov.ph>  
To: len.ebirforms2015@gmail.com

Tue, Apr 12, 2022 at 9:58 AM

This confirms receipt of your submission with the following details subject to validation by BIR:  
File name: 000169318000-1702RTV2018C-122021.xml

Date received by BIR: 12 April 2022

Time received by BIR: 09:36 AM

Penalties may be imposed for any violation of the provisions of the NIRC and issuances thereof.

### FOR RETURNS WITH PAYMENT

Please print this e-mail together with the RETURN and proceed to pay through the Authorized Agent Bank / Collection Agent / GCASH or use other payment options.

This is a system-generated email. Please do not reply.

Bureau of Internal Revenue

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Reference No:262200047257058  
Date Filed:April 13 2022 01:50 PM  
Batch Number:0

PSOC: PSIC: 5238



Republika ng Pilipinas  
Kagawaran ng Pananalapi  
Kawanihan ng Rentas  
Internas

## Payment Form

BIR Form No.

**0605**

September 2003(ENCS)

1 For the Calendar Fiscal	3 Quarter Clear Quarter	4 Due Date (MM/DD/YYYY)	5 No. of Sheets Attached SATC
2 Year Ended (MM/YYYY) 12 - December 2021	1st 2nd 3rd 4th	04 15 2022 0	MC200
7 Return Period (MM/DD/YYYY)	12 31 2021	8 Tax Type Code	IT
<b>Part I Background Information</b>			
9 Taxpayer Identification No.	10 RDO Code	11 Taxpayer Classification	12 Line of Business/Occupation
000 159 318 000	049	I N	RETAIL OF AGRICULTURAL FARM SUP
13 Taxpayer's Name (Last Name, First Name, Middle Name for Individuals)/(Registered Name for Non-Individuals) PHILOOPY CORPORATION			14 Telephone Number 2327611
15 Registered Address 703 753 J.P. RIZAL AVENUE POBLACION POBLACION CITY OF MAKATI, NCR, FOURTH DI			16 Zip Code 1210
17 Manner of Payment			18 Type of Payment
Voluntary Payment		Per Audit/Delinquent Account	Installment
Self-Assessment		Preliminary/Final Assess/Deficiency	No. of Installment
Penalties		Tax	Partial Payment
Tax Deposit/Advance Payment		Accounts Receivable/Delinquent	Full Payment
Income Tax Second Installment (Individual)		Account	
Others (Specify)			
AITR 2021			
<b>Part II Computation of Tax</b>			
19 Basic Tax/Deposit/Advance Payment			19 31,822.00
20 Add Penalties Surcharge Interest Compromise			
20A 0.00	20B 0.00	20C 0.00	20D 0.00
21 Total Amount Payable (Sum of Items 19 & 20D)			21 31,822.00
For Voluntary Payment		Payment of Deficiency Taxes From Audit/Investigation Delinquent Accounts	
I declare, Under the penalties of perjury, that this document has been made in good faith, verified by me, and to the best of my knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof.		Pre-approved by Investigating Office Not approved by Investigating Office	



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
BUREAU OF INTERNAL REVENUE

FILING REFERENCE NO.

TIN	: 006-189-318-000
Name	: PHILCOPY CORPORATION
RDO	: 045
Form Type	: 0505
Reference No.	: 282200047237085
Amount Payable (Over Remittance)	: 31,822.00
Accounting Type	: C - Calendar
For Tax Period	: 12/31/2021
Quarter	: 0
Date Filed	: 04/13/2022
Tax Type	: IT

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**eFPS**

e-Filing and Payment System

Bureau of Internal Revenue

Republic of the Philippines

BIR eFPS has received the payment confirmation for your tax return from LBP.

TIN	000 - 169 - 318 - 000
Taxpayer's Name	PHILCOPY CORPORATION
Tax Type	IT
Return Period	12/31/2021
Transacting Bank	LBP (086000)
Reference Number	292200047257058
Payment Transaction Number	227170197
Payment Transaction Date	04/13/2022
Actual Amount Paid	31822.00
LBP's Confirmation Number	00041320221420458850

Please refer to the Tax Return Inquiry facility to check the status of your payment.

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