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PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 16 JULY 2021 **RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF KYOCERA FK-1150 AND MAINTENANCE KIT MK-1175 FOR COPIER MODEL: ECOSYS M250DN/L UNDER PURCHASE REQUEST NO. 548-07-2021**, HELD AT THE PAO CENTAL OFFICE, LIBRARY, VIA ZOOM MEETING

RESOLUTION

RECOMMENDING THE PROCUREMENT THROUGH DIRECT CONTRACTING OF ONE (1) UNIT OF KYOCERA FK-1150 AND ONE (1) UNIT KYOCERA MAINTENANCE KIT MK-1175 FOR COPIER MODEL: ECOSYS M2540DN/L UNDER PURCHASE REQUEST NO. 548-07-2021 FOR THE USE OF PAO-MEYCAUAYAN, BULACAN DISTRICT OFFICE, 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/repaired are exclusively[1] 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 Twenty Two Thousand Seven Hundred Forty Pesos (P22,740.00)[2];

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 Atty. Rigel Salvador 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. Alem Abeya;

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

[1] Certificate of Exclusivity of Philcopy
[2] Approved Budget for the Contract from the Financial Planning and Management Service

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 CONTRACING 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 ONE (1) UNIT OF KYOCERA FK-1150 AND ONE (1) UNIT KYOCERA MAINTENANCE KIT MK-1175 FOR COPIER MODEL: ECOSYS M2540DN/L UNDER PURCHASE REQUEST NO. 548-07-2021 FOR THE USE OF PAO-MEYCAUAYAN, BULACAN DISTRICT OFFICE, SUBJECT TO POSTING OF WARRANTY SECURITY IN ACCORDANCE WITH RA 9184.**

APPROVED this 16th day of July 2021 at the Public Attorney's Office (PAO) Central Office, Library, 5th Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman, (1104) Quezon City, Philippines thru Zoom Video Conference.

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

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

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)
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ATTY. RONALD JEROME P. NIEVES
Vice-Chairperson, PBAC
Officer-In-Charge
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Approved:
For and by the authority
Of the Chief Public Attorney

SILVESTRE A. MOSING
Deputy Chief Public Attorney

Prepared By: (The Secretariat)

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Control No: TRANS-2021-07-021

July 14, 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-Meycauayan D.O..to wit:

PHILCOPY CORPORATION						
No.	**PR No.**	**Requesting Office**	**Item Description**	**Quantity**	**Unit Price**	**Total Amount**
1	548-07-2021	*Meycauayan D.O.*	***Kyocera FK-1150***	1	10,980.00	10,980.00
			Kyocera Maintenance Kit MK-1175	1	11,760.00	11,760.00
			(Copier Model: ECOSYS M2540DN/L))			
TOTAL						**22,740.00**

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

Received by: 07/14/21
C. Bancuyan

21

Appendix 60

PURCHASE REQUEST

JUL 08 2021

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

Office/Section : REGION III Meycauayan District Office		PR No.: 548-07-2021 Responsibility Center Code :		Date: 23/06/2021	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	assembly	Kyocera FK-1150	1		10,980.00
	set	Kyocera Maintenance Kit Kit MK-1175	1		11,760.00
	piece	Kyocera Toner TK-1175	1		6,720.00
		Transportation charge			200.00
			Total charges ----		29,660.00

PUBLIC ATTORNEY'S OFFICE E.R.M.S. RECEIVED JUL 07 2021 REC'D BY: TIME: 1:25

Purpose: To replace spare parts and consumables of Kyocera Multi-function Laser Copier with Property No. PPC-598 at PAO Meycauayan, Bulacan District Office

Requested by:

Signature :

Printed Name : Atty. Trinidad V. Balmeo

Designation : Public Attorney III/Officer-in-Charge

Approved by:

Atty. Silvestre A. Mosing

Deputy Chief Public Attorney

PUBLIC ATTORNEY'S OFFICE SUPPLY SECTION RECEIVED 06 JUL 2021 REC'D BY: TIME: 2:44

Dated this 29th day of May 2020

NOTARIAL CERTIFICATE

CERTIFIED TRUE COPY

FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
AUTHORIZED REPRESENTATIVE

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

PHILCOPY
THE POWER TO MULTIPLY

CERTIFICATION

To Whom It May Concern:

This is to certify that **PHILCOPY CORPORATION** is the exclusive distributor of **KYOCERA Full-Colour, Monochrome Digital Copiers and Laser Printers,** its consumables (toners) and spare parts in the Philippines, and that we do not have sub dealer(s) selling at lower price(s) and for which no suitable substitute can be obtained elsewhere at more advantageous terms to the government that can approximate its quality and utility value performance.

For equipment items, we hereby certify that the maintenance service and spare parts are available and will be extended by our company or firm whenever needed.

Done in Makati City, January 2, 2020

EFREN LIM QUIDILLA
President

SUBSCRIBED AND SWORN to before me this 2 JAN 2020 at Makati City by Affiant exhibiting to me his SSS Number 33-1117297-0, that he is the same person who personally signed before me the foregoing Affiant and acknowledge that he executed the same.

Doc. No. 404
Book No. 92
Page No. 793
Series of 2020

RUBEN T. M. RAMIREZ
NOTARY PUBLIC
UNTIL DEC. 3 2021
IBP NO. [illegible]
ROLL NO. [illegible]
PTR NO. [illegible]

CERTIFIED TRUE COPY

FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
AUTHORIZED REPRESENTATIVE

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- J.P. Rizal Annex, Mak
- Las Piñas
- Ortigas
- SM Mall of Asia
- SM Megamall
- SM North EDSA
- West Triangle

- Angeles
- Cabanatuan
- Calamba
- Cavite
- Dagupan
- La Union
- Legazpi
- Lipa
- Lucena
- Malolos
- Naga
- Olongapo
- Puerto Princesa
- SM City Naga

- Mandaue, Cebu
- Ormoc
- Tacloban
- Tagbilaran, Bohol

- Butuan
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- Limketkai
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- SM City Davao Ann
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FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
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+63 34 707-2966
C.P.: ATTY. TRINA YU

(REGION 6)
Bacolod City - Office Base
Negros Occidental
Negros Oriental
Dumaguete

TENG HWA TRADING CO. INC. (ILOILO)
Door 2 Teng Hwa Bldg., Balantang Highway
Jaro , Iloilo City
TEL.# +63 33 508-0888
+63 33 329-6795
C.P.: MS. JOMELYN GABASA

(REGION 6)
Iloilo City - Office Base
Antique
Capiz
Aklan

MITA GENERAL SANTOS SHOWROOM
AND BUSINESS CENTER
NO. 0169 JKM Bldg. Bañas Sreet Brgy. South
General Santos City
TELEFAX# +63 83 305-0384/552-3961
E-mail: mita_koronadal @yahhoo.com
C.P.: MR. JOHN BIÑAS

(REGION 11 & 12)
Gen-San City - Office Base
South Cotobato
Sultan Kudarat

YEH ENTERPRISES
Cotobato Phoenix Gas Station Building
Notre Dame Avenue, Cotobato City
TEL.# +63 64 390-2846
FAX# +63 64 536-0089
C.P.: MR. HEMINGTON YAP

(REGION 11, ARMM)
Cotobato City -Office Base
Maguindanao
North Cotobato
Lanao Del Sur

CERTIFIED TRUE COPY
FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
AUTHORIZED REPRESENTATIVE

KYOCERA Document Solutions Asia Limited
Unit 3 & 5, 16/F., Mita Centre, 552-566 Castle Peak Road,
Tsuen Wan, New Territories, Hong Kong
Tel: (852) 2496 5678
Fax: (852) 2610 2063
http://www.kyoceradocumentsolutions.asia

5th May 2020
Document reference: TD/PH/20050601

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 copiers, 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.

Yours faithfully,

KYOCERA Document Solutions Asia Limited

Takuma KIMURA, President

CERTIFIED TRUE COPY
FLAVIANO A. DE VERA
SENIOR SALES MANAGER/
AUTHORIZED REPRESENTATIVE

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

CITY OF MAKATI

BUSINESS PERMITS OFFICE

PERMIT NO. 45046

PAHINTULOT SA PANGANGALAKAL
(BUSINESS PERMIT)

MATALASTAS NG LAHAT:
(KNOW ALL MEN BY THESE PRESENTS)

NA SI/ANG:
(THAT)

PHILCOPY CORPORATION

na matatagpuan at may pahatirang sulat sa
(with postal address at)
793 J.P. RIZAL ST., POBLACION

na itinatag nang may buong karapatan at umiiral sa ilalim ng mga batas ng
(duly recognized and existing under the laws of the)

Republika ng Pilipinas, ay pinagkalooban ng pahintulot na mangalakal bilang
(Republic of the Philippines, is hereby granted the permit to operate as)

RTN, SEO

ngayong ika- 28 **ng** January 2020
(on this) (day of)

Ang pahintulot na ito ay matatapos sa ika- 31 of December 2020
(This permit expires on)

Malibang ito'y maagang bawiin at pawalang bisa.
(unless sooner revoked)

ATTY. MARIBERT Q. PAGENTE
HEAD, BUSINESS PERMITS AND LICENSING OFFICE

HON. MAR-LEN ABIGAIL S. BINAY
PUNONG PANGLUNSOD
(CITY MAYOR)

TAX YEAR	2020	QUARTER	4
O.R. NO.	4184543BT	O.R. DATE	01/17/2020
O.R. AMOUNT :	1,178,138.65		

MAYOR'S PERMIT FEE	9,000.00
BUSINESS TAX	1,170,577.34
SANITARY PERMIT FEE	600.00
GARBAGE FEE	6,750.00
SIGNBOARD FEE	200.00
ENGINEERING FEE	240.00
INDIVIDUAL MP FEE	5,600.00
INDIVIDUAL HC FEE	5,600.00
MEAT INSPECTION FEE	0.00
FSI FEE	2,518.50
BARANGAY CLEARANCE FEE	0.00
TOTAL	1,201,085.84

IMPORTANT

Failure to renew this Business Permit within the prescribed period shall subject the taxpayer to a twenty-five percent (25%) surcharge and two percent (2%) penalty per month. Upon cessation of business, surrender this permit to City Treasurer's Office on or before the twentieth (20th) day of the month following the quarter to avoid penalty.

CERTIFIED TRUE COPY
ELIANNE V. DE VERA
SENIOR SALES MANAGER
AUTHORIZED REPRESENTATIVE

TaxCredit as per OR# OT2019070100002 P 22,947.19

240954P

ITO AY DAPAT IPASKIL SA HAYAG NA POOK NG KALAKALAN AT DAPAT IPAKITA SA SANDALING HINGIN NG MGA KINAUUKULANG MAYKAPANGYARIHAN.

THIS MUST BE POSTED ON CONSPICUOUS PLACE AND BE PRESENTED UPON DEMAND BY PROPER AUTHORITIES

OFFICIAL RECEIPT
Republic of the Philippines
City of Makati
OFFICE OF THE TREASURER

BUSINESS TAXES AND FEES DIVISION

Accountable Form No. 51
Revised January, 1992

ORIGINAL

DATE 01/17/2020

No. MKTCF 4184543

PAYOR 840954P 4184543BT
PHILCOPY CORPORATION

NATURE OF COLLECTION	FUND AND ACCOUNT CODE	AMOUNT
MAYOR'S PERMIT		9,000.00
SANITARY FEE		600.00
GARBAGE FEE		6,750.00
SIGNBOARD FEE		200.00
ENGINEERING FEE		240.00
INDIVIDUAL MP FEE		5,600.00
INDIVIDUAL HC FEE		5,600.00
FSI FEE		2,518.50
RTN - Gross: 119,949,980.69		899,624.86
SEO - Gross: 36,126,997.41		270,952.48
Less Tax Credit as per OR # CT2019070100022,947.19		

AMOUNT IN WORDS
12/31 2020 1,178,138.65
ONE MILLION ONE HUNDRED SEVENTY EIGHT THOUSAND ONE HUNDRED THIRTY EIGHT AND 65/100

		BANK	NUMBER	DATE
CASH				
CHECK				
X	₱ 1,178,138.65	BDO	0014387	1/16/2020
MONEY ORDER				

RECEIVED THE AMOUNT STATED ABOVE

1 of 1

CECILIA R. CAFUD
COLLECTING OFFICER

Note: Write the number and date of this receipt on the back of check or money order received.

CONTROL NO.:

NAME OF TAXPAYER:
PHILCOPY CORPORATION

LOCATION/ADDRESS OF BUSINESS:
NO. 4.5. AIRLE ST. POBLA

TAX CODE	KIND OF FEE /
	FEE for 2020
	MAYOR'S PERMIT
	GEN. MERCHANDISE-
200	SERVICES - OTHER
	CITY LICENSE
	GEN. MERCHANDISE-
200	SERVICES - OTHER
	SANITARY FEE
	GARBAGE FEE
	SIGNBOARD FEE
	ENGINEERING FEE
	INDIVIDUAL MP FEE
	INDIVIDUAL HC FEE
	FSI FEE
	RTN INSPECTION

ASSESSED BY:
EDGARDO P. GLENN

RECOMMENDED BY:

ATTY.
HEAD, BUSINESS PERMITS & LICENSING OFFICE

MAYOR'S PERMIT NO. 8

ISSUANCE OF BUSINESS PERMIT
JAN 23 2020

FEE PAID: 20
STATUS: Renewal

PAYMENT APPROVED BY:
MARIZA V. LABARES
Chief, BUSINESS TAX DIVISION

PAYMENT RECEIVED BY:

Schedule of Payments

1st quarter payment on or before the twentieth (20th) day of January

2nd quarter payment on or before the twentieth (20th) day of April

3rd quarter payment on or before the twentieth (20th) day of July

4th quarter payment on or before the twentieth (20th) day of October

Page : 1/1

MAYOR

FORM NO. 11861

CERTIFIED TRUE COPY
FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
AUTHORIZED REPRESENTATIVE

C. NTROL NO.:

REPUBLIKA NG PILIPINAS
LUNGSOD NG MAKATI
BUSINESS PERMITS OFFICE

BILLING ASSESSMENT

MAYOR'S PERMIT NO. 8

FOR ISSUANCE OF BUSINESS PERMIT
JAN 23 2020

NAME OF TAXPAYER:	BUSINESS ID:	MODE OF PAYMENT:	DATE BILLED:	STATUS:
PHILCOPY CORPORATION	840954P	4 Quarter/s	01/08/2020	Renewal

LOCATION/ADDRESS OF BUSINESS:	NAME OF BUSINESS:
950 G.P. RIZAL ST. POBLACION	PHILCOPY CORPORATION

TAX CODE	KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	%INT	SUR. / INT.	TOTAL
	Tax for 2020					
	MAYOR'S PERMIT					
[illegible]	GEN. MERCHANDISE-NO		5,000.00	0	0.00	5,000.00
[illegible]	SERVICES - OTHER CO		4,000.00	0	0.00	4,000.00
			9,000.00		0.00	9,000.00
	CITY LICENSE					
[illegible]	GEN. MERCHANDISE-NO	119,949,980.69	899,624.86	0	0.00	899,624.86
[illegible]	SERVICES - OTHER CO	36,126,997.41	270,952.48	0	0.00	270,952.48
			1,170,577.34		0.00	1,170,577.34
	SANITARY FEE		600.00	0	0.00	600.00
	GARBAGE FEE		6,750.00	0	0.00	6,750.00
	SIGNBOARD FEE		200.00	0	0.00	200.00
	ENGINEERING FEE		240.00	0	0.00	240.00
	INDIVIDUAL MP FEE		5,600.00	0	0.00	5,600.00
	INDIVIDUAL HC FEE		5,600.00	0	0.00	5,600.00
	FSI FEE		2,518.50	0	0.00	2,518.50
	MEAT INSPECTION		0.00	0	0.00	0.00
		Sub Total	1,201,085.84		0.00	1,201,085.84
		Grand Total	1,201,085.84		0.00	1,201,085.84
	TOTALS		Tax Credit			(22,947.19)
						1,178,138.65

PAYMENT APPROVED BY:
CLARIZA V. LABARES
OIC, BUSINESS TAX DIVISION

PAYMENT RECEIVED BY:

Schedule of Payments

1st quarter payment on or befo the twentieth (20th) day of Janua

2nd quarter payment on or befo the twentieth (20th) day of Apri

3rd quarter payment on or befo the twentieth (20th) day of July, a

4th quarter payment on or befo the twentieth (20th) day of Octob

Page : 1/1

ASSESSED BY:
EDGARDO P. GLEAN

RECOMMENDED BY:
ATTY. MARIBERT Q. PAGENTE
HEAD, BUSINESS PERMITS & LICENSING OFFICE

RECOMMENDING APPROVAL BY:

APPROVED BY:
MAR-LEN ABIGAIL S. BINAY
CITY MAYOR

FORM NO. 11861

CERTIFIED TRUE COPY
FLAVIANO A. DE VERA
SENIOR SALES MANAGER / AUTHORIZED REPRESENTATIVE

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG RENTAS INTERNAS
REVENUE REGION NO. 008 - MAKATI
REVENUE DISTRICT OFFICE NO. 049 - NORTH MAKATI

BIR Form No. **2303**
Revised November 2014

OCN: 9RC0001270720E
Date: November 03, 2017

CERTIFICATE OF REGISTRATION

TIN / BRANCH CODE	NAME OF TAXPAYER	TIN ISSUE DATE
000-169-318-00000	PHILCOPY CORPORATION	October 23, 1979

REGISTERING OFFICE: X Head Office | Branch

REGISTERED ADDRESS
793 JP. RIZAL AVENUE POBLACION MAKATI CITY CITY OF MAKATI NCR, FOURTH DISTRICT PHILIPPINES 1210

TAX TYPES	FORM TYPES	FILING START DATE	TAX TYPES	FORM TYPES	FILING START DATE
MISCELLANEOUS TAX	0605	December 31, 2000	WITHHOLDING TAX - COMPENSATION	1601C	January 01, 2000
DOCUMENT STAMP TAXES - REGULAR	2000	December 31, 2008	WITHHOLDING TAX - COMPENSATION	1604CF	January 01, 2000
TRAVEL TAX - PTA	0605	December 31, 2004	REGISTRATION FEE	0605	August 12, 1997
CORPORATE INCOME TAX	1702	January 01, 1997	WITHHOLDING TAX - EXPANDED/OTHERS	1604E	January 01, 2000
CORPORATE INCOME TAX	1702Q	July 22, 1998	WITHHOLDING TAX - EXPANDED/OTHERS	1601E	January 01, 2000
VALUE ADDED TAX	2550Q	December 31, 1998	IMPROPERLY ACCUMULATED EARNINGS TAX	0611	December 31, 2015
VALUE ADDED TAX	2550M	January 01, 1997			

TAXPAYER TYPE/S: DOMESTIC CORPORATION

		CATEGORY	REGISTRATION DATE
TRADE NAME 1	PHILCOPY CORPORATION		October 23, 1979
Line of Business (PSIC)	47739 OTHER RETAIL SALE OF NEW GOODS IN SPECIALIZED STORES, N.E.C.	Primary	

REMINDERS:
1. PAYMENT OF ANNUAL REGISTRATION FEE ON OR BEFORE JANUARY 31, USING BIR FORM NO. 0605
2. FILING OF REQUIRED TAX RETURN/S TO CONFORM WITH THE ABOVE TAX TYPE/S, WHETHER WITH OR WITHOUT BUSINESS OPERATION, TO AVOID PENALTIES
3. THE FOLLOWING SHALL LIKEWISE BE ACCOMPLISHED:
   - APPLICATION FOR REGISTRATION OF MANUAL BOOKS OF ACCOUNTS AND/OR COMPUTERIZED ACCOUNTING SYSTEM OR COMPONENTS THEREOF (BIR FORM NO. 1900)
   - APPLICATION FOR AUTHORITY TO PRINT MANUAL RECEIPTS AND INVOICES (BIR FORM NO. 1906)
4. IMMEDIATELY INFORM THIS DISTRICT OFFICE IN CASE OF TRANSFER/CESSATION OF BUSINESS AND OTHER CONCERNS
   FILING BIR FORM NO. 1905 TO STOP GENERATION OF OPEN CASES

DOWN PAYMENT
0653521 6
15 15

I HEREBY CERTIFY THAT THE ABOVE NAMED PERSON IS REGISTERED AS INDICATED ABOVE UNDER THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE, AS AMENDED.

ISABEL A. PAULINO
REVENUE DISTRICT OFFICER (Signature Over Printed Name)

CERTIFIED TRUE COPY
FLAVIANO A. DE VERA
SENIOR SALES MANAGER / AUTHORIZED REPRESENTATIVE

THIS CERTIFICATION MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

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 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. The Procuring Entity reserves the right to verify, validate and ascertain the authenticity, completeness and truthfulness of all the submitted documents during the post-qualification process.*

This Certificate is valid until 11-May-2021

Issued this 11th day of May 2020.

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

CERTIFIED TRUE COPY
FLAVIANO A. DE VERA
SENIOR SALES MANAGER/
AUTHORIZED REPRESENTATIVE

Documentary Stamp Tax Paid Php 30.00

Certificate Reference No: 200106831440533222
Amended Date as of June 26, 2020 1:36 PM

REMINDERS [1]

- *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.*

CERTIFIED TRUE COPY

FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
AUTHORIZED REPRESENTATIVE

[1] 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

SEC Certificate	Registration Date : 22-Nov-1979 SEC Certificate Number : 89173
Mayors Permit	Expiration Date : 31-Dec-2020 Permit Number : 45046 Place of Issue : MAKATI CITY Issued By / Signatory : HON. MAR-LEN ABIGAIL S. BINAY Issuance Date : 23-Jan-2020
Tax Clearance	Expiration Date : 04-Mar-2021 TCC Number : 08A-049-03-04-0207-2020 Issued By / Signatory : BENILDA M. NICOSIA Issuance date : 04-Mar-2020
Audited Financial Statement	Date of Filing : 15-Jun-2020 Current Asset : 519,691,342.99 Total Asset : 557,747,755.35 Current Liabilities : 314,462,761.33 Total Liabilities : 314,462,761.33 Name of Auditor : GUILLERMA M. GUMERA BIR RDO Code : 49
PCAB License	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :

CERTIFIED TRUE COPY

FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
AUTHORIZED REPRESENTATIVE

Certificate Reference No: 200106831440533222
Amended Date as of June 26, 2020 1:36 PM

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

TCC NO. 08A-049-03-04-0207-2020

TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

PHILCOPY CORPORATION

Name of Taxpayer

793 J. P. RIZAL AVENUE POBLACION, MAKATI CITY

Address

000-169-318-000

Taxpayer Identification Number

This is to certify that the above-mentioned taxpayer has no listed tax liabilities based on the Tax Delinquency Verification made by this Region as of March 4, 2020.

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

Issued this 4th day of March 2020.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL MARCH 4, 2021 ONLY OR UNTIL REVOKED, WHICHEVER COMES EARLIER. THIS SHALL NOT BE USED ON SALES/TRANSFER OF REAL PROPERTIES. CERTIFICATION FEE OF P100 WAS PAID ON FEBRUARY 28, 2020 UNDER EFPS PAYMENT TRANSACTION NO. 203507894. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.

NOT VALID WITHOUT BIR DRY SEAL

BENILDA M. NICOSIA
OIC-Chief, Collection Division

CERTIFIED TRUE COPY

FLAVIANO A. DE VERA
SENIOR SALES MANAGER
AUTHORIZED REPRESENTATIVE

WARNING: Counterfeiting is punishable by law. For authenticity, please visit BIR website 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.

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"

此項文件加簽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/印戳的真確性而作出證明。此項文件加簽並不就文件的內容作出證明。就發出此文件加簽之查證，見 "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/戳印	Kan Ka Chong Frederick

Certified
加簽證明

5. at 在	High Court 高等法院	6. the 於	03 JUN 2020 2020 年 06 月 03 日
7. by 由	Simon KWANG Registrar, High Court 鄺卓宏 高等法院司法常務官		
8. No 編號	20998 / 2020		
9. Seal / stamp: 蓋章/戳印		10. Signature: 簽署	

Reference Code 參考編號: C6CF2FCD

THE SEAL OF THE HIGH COURT

CERTIFIED TRUE COPY
FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
AUTHORIZED REPRESENTATIVE

REPUBLIC OF THE PHILIPPINES
SECURITIES AND EXCHANGE COMMISSION
Ground Floor, Secretariat Building, PICC
City of Pasay, Metro Manila

COMPANY REG. NO. 89173

CERTIFICATE OF FILING
OF
AMENDED ARTICLES OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the amended articles of incorporation of the

PHILCOPY CORPORATION
(Amending Article III and VII thereof)

copy annexed, adopted on January 6, 2017 by a majority vote of the Board of Directors and by the vote of the stockholders owning or representing at least two-thirds of the outstanding capital stock, and certified under oath by the Secretary and a majority of the Board of Directors of the corporation was approved by the Commission on this date pursuant to the provision of Section 16 of the Corporation Code of the Philippines, Batas Pambansa Blg. 68, approved on May 1, 1980 and copies thereof are filed with the Commission.

Unless this corporation obtains or already has obtained the appropriate Secondary License from this Commission, this Certificate does not authorize it to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/broker/merchant, financing company, pre-need plan issuer, general agent in pre-need plans and time shares/club shares/membership certificates issuers or selling agents thereof. Neither does this Certificate constitute as permit to undertake activities for which other government agencies require a license or permit.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed to this Certificate at Pasay City, Metro Manila, Philippines, this 7th day of April, Twenty Seventeen.

FERDINAND B. SALES
Director
Company Registration and Monitoring Department

CERTIFIED TRUE COPY

FLAVIANO A. DE VERA
SENIOR SALES MANAGER /
AUTHORIZED REPRESENTATIVE

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

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

The paper writing annexed hereto is a Sworn Certificate of Guarantee Exclusive Distributorship Agreement dated 6th May, 2020 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 29th day of May, Two Thousand and Twenty.

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

CERTIFIED TRUE COPY

FLAVIANO A. DE VERA
SENIOR SALES MANAGER/
AUTHORIZED REPRESENTATIVE

3930