

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. 8929-90-10 / 8929-94-36 ; Fax Nos. 8927-68-10 / 8926-28-78

PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 06 JULY 2023 RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF EXECUTIVE CHAIRS AS SPECIFIED UNDER PURCHASE REQUEST NO. 182-02-2023, HELD AT THE PAO CENTRAL OFFICE AND VIA ZOOM VIDEO CALL MEETING

RESOLUTION

RECOMMENDING THE DELEGATION OF THE CONDUCT OF SMALL VALUE PROCUREMENT TO PAO-SUPPLY SECTION FOR THE PROCUREMENT OF EXECUTIVE CHAIRS AS SPECIFIED UNDER PURCHASE REQUEST NO. 182-02-2023, FOR PAO-BINAN, LAGUNA 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 Office is in urgent need of the supply for the subject items as described in detail in above stated purchase request to ensure unhampered performance of its duties and to prevent delays in its daily transactions;

WHEREAS, the aforementioned end-user unit forwarded a letter request for small value procurement to the PBAC for the subject item;

WHEREAS, there is an approved budget for the contract of the subject procurement with a total amount of Thirty Five Thousand Pesos (Php 35,000.00)¹;

WHEREAS, since the pursuit of a competitive bidding will result in the award of the contract only after the lapse of one hundred twenty (120) days from the start of the procurement process, said period may not be responsive to the immediate need of the Office;

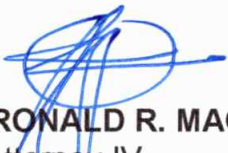
WHEREAS, considering that the PBAC previously issued a resolution dated 16 November 2018, delegating to the PAO-Supply Section the authority to undertake immediate procurement of goods and services in amounts less than one million pesos, in accordance with Annex "H" No. IV, Subsection (J) of the IRR of RA 9184, BAC Member Dir. Marilyn Boongaling moved to delegate to PAO-Supply Section the conduct of procurement of the subject item, 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 recommendations of the Technical Working Group (TWG), **HEREBY RESOLVE TO RECOMMEND TO THE HEAD OF THE PROCURING ENTITY, THE DELEGATION OF THE CONDUCT OF SMALL VALUE PROCUREMENT TO PAO-SUPPLY SECTION**


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

FOR THE PROCUREMENT OF EXECUTIVE CHAIRS AS SPECIFIED UNDER PURCHASE REQUEST NO. 182-02-2023, FOR BINAN, LAGUNA 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


APPROVED this 6th day of July 2023 at the Public Attorney's Office (PAO) Central Office, 5th Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman, (1104) Quezon City, Philippines, and thru Zoom Video Call Meeting.



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

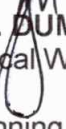


ATTY. MARLON BUAN
Chairperson, PBAC
Public Attorney V
Regional Public Attorney
PAO-NCR



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

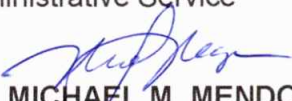
Acceded By: (The TWG)



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

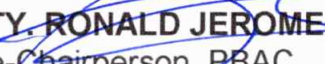


MR. MICHAEL M. MENDOZA
Member, Technical Working Group (TWG)
Administrative Assistant III
Cash Section
Administrative Service



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

(On Leave)
ATTY. RIGEL A. SALVADOR
Public Attorney IV
Member, PBAC
Officer-In-Charge
Field Operations and Statistics Service



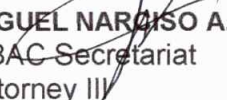
ATTY. RONALD JEROME P. NIEVES
Vice-Chairperson, PBAC
Public Attorney IV
Officer-In-Charge
Legal Research Service

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

(ON LEAVE)
MR. ANDRIAN H. MARASIGAN
Member, PBAC Secretariat
Administrative Officer II
Supply Section, Administrative Service



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

Trans. No. 2023-07-089

July 5, 2023

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

Sir:

Attached herewith is the approved Purchase Request of **PAO-Biñan, Laguna D.O.** to
wit:

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	182-02-2023	Executive Chair	7	pcs.		

TOTAL 35,000.00

Prepared by:

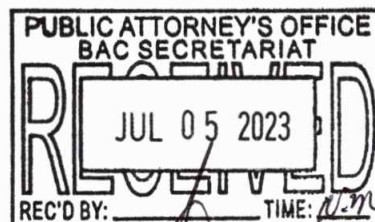
DENVER CHRISTIAN P. LACANILAO
Administrative Aide IV

Certified Correct by:

CARMELA L. FLORENDO
OIC-Supply Section

Noted by:

ATTY. DEMITEER U. HUERTA
Public Attorney IV/OIC
Administrative Service



FEB Appendix 60
10:00

PURCHASE REQUEST

Entity Name: PUBLIC ATTORNEY'S OFFICE

Fund Cluster 01

Office/Section : <u>RO IV-A</u>		PR No.: <u>182-02-2023</u>		Date: _____	
<u>Biñan, Laguna D.O.</u>		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pcs.	Executive Chairs	7	5,000.00	35,000.00
TOTAL				5,000.00	35,000.00
Purpose: _____					
For replacement of broken chairs and for the use of Three (3) new lawyers					

Requested by: _____			Approved by: _____		
Signature : _____			_____		
Printed Name : <u>LUTHERVAL M. REYNALDO</u>			_____		
Designation : <u>OIC-Public Attorney III</u>			_____		
			<u>SILVESTRE A. MOSING</u> <u>Deputy Chief Public Attorney</u>		



REPUBLIKA NG PILIPINAS
PUBLIC ATTORNEY'S OFFICE
TANGGAPAN NG MANANANGGOL NG BAYAN
KAGAWARAN NG KATARUNGAN
DOJ-Agencies Bldg., NIA Rd., cor. East Ave. 1104 Diliman, Quezon City
Telephone Nos. 929-90-10/929-94-36 Fax No. 927-68-10/926-28-78

Bids and Awards Committee

TERMS OF REFERENCE (TOR)

**OFFICE FURNITURES
FOR THE USE OF PUBLIC ATTORNEY'S OFFICE FOR FY 2023
(PURCHASE REQUEST NO. 182-02-2023)**

(Through Small Value Procurement Pursuant to 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184)

1. Approved Budget for the Contract

The bidder shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract in the amount of **THIRTY-FIVE THOUSAND PESOS (Php 35,000.00)**, inclusive of all taxes applicable and bank and government charges payable.

2. Specifications:

	ITEM	Unit	QTY	Mode of Delivery	Delivery Date/s (After issuance of notice to proceed)
1	Executive Chair <ul style="list-style-type: none">- Standard- High back arm rest- Heavy duty	Piece	7	One Time	15 calendar days

May 10, 2023

TECHNICAL WORKING GROUP:

Head:

ALMA E. DUMAGO – LATOSA
Director II
Financial Planning and Management Service

Members:

THOR ARTHUR B. AVILLA
Administrative Officer V
Human Resource Management and Development Division
Administrative Service

MICHAEL M. MENDOZA
Administrative Assistant III
Cash Section
Administrative Service



Republika ng Pilipinas
Kagawaran ng Katarungan
Tanggapan ng Manananggol Pambayan
(PUBLIC ATTORNEY'S OFFICE)
REGION IV-A (CALABARZON)
BIÑAN, LAGUNA DISTRICT OFFICE
Ground Floor, Hall of Justice Building, Barangay Canlalay
Biñan City, Laguna 4024
Telephone No.: (049) 511-3138

January 27, 2023

MARLON E. BUAN

Regional Public Attorney
Chairperson, PBAC
Regional Public Attorney
PAO NCR

**RE: Request for Small Value Procurement of
EXECUTIVE CHAIRS for PAO-BIÑAN CITY,
LAGUNA DISTRICT OFFICE
(for distribution)**

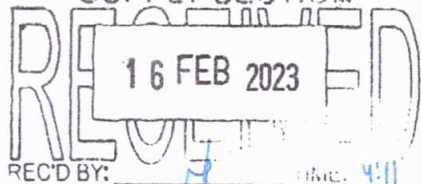
ATTY. BUAN:

In compliance with the Implementing Rules and Regulations of Republic Act No. 9184, the Public Attorney's Office through the undersigned respectfully requests for the small value procurement of the following item detailed as follows:

Item No.	DESCRIPTION	QTY.	ABC TOTAL PRICE	UNIT PRICE	TOTAL PRICE
	Executive Chair	7 pcs.	35,000.000		35,000.00
Grand Total			35,000.00		35,000.00

For your consideration.

PUBLIC ATTORNEY'S OFFICE
SUPPLY SECTION



Respectfully yours,

LUTHERVAL M. REYNALDO
OIC-Public Attorney III