



PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 13 APRIL 2023 RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF ACOUSTIC CEILING BOARDS AS SPECIFIED UNDER PURCHASE REQUEST NO. 275-03-2023, 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 ACOUSTIC CEILING BOARDS, AS SPECIFIED UNDER PURCHASE REQUEST NO. 275-03-2023, FOR PAO-CENTRAL OFFICE, GSD, 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 Eighty Five Thousand Pesos (Php 85,000.00)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 Dir. Atty. Alem Abeya;

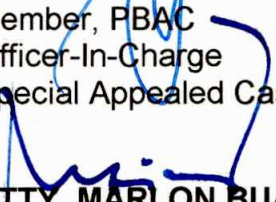
NOW THEREFORE, WE, the Members of the PAO Bids and Awards Committee (PBAC), by virtue of the powers vested on Us by Law, after duly considering the recommendations of the Technical Working Group (TWG), **HEREBY RESOLVE TO RECOMMEND TO THE HEAD OF THE PROCURING ENTITY, THE DELEGATION**

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

OF THE CONDUCT OF SMALL VALUE PROCUREMENT TO PAO-SUPPLY SECTION FOR THE PROCUREMENT OF ACOUSTIC CEILING BOARDS, AS SPECIFIED UNDER PURCHASE REQUEST NO. 275-03-2023, FOR PAO-CENTRAL OFFICE, GSD,, 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 13th day of April 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

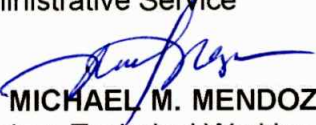

ATTY. MARLON BUAN
Chairperson, PBAC
Public Attorney V
Regional Public Attorney
PAO-NCR


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

Acceded By (The TWG)


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

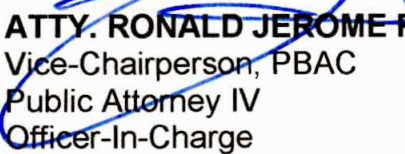

MR. THOR ARTHUR B. AVILLA
Member, Technical Working Group (TWG)
Administrative Officer V
Human Resource Management Service
Administrative Service


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 OFFICIAL BUSINESS

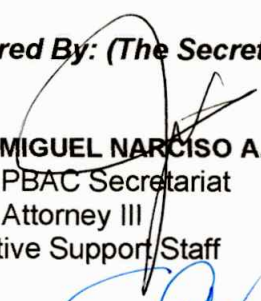
ATTY. RIGEL A. SALVADOR
Public Attorney IV
Member, PBAC
Officer-In-Charge
Field Operations and Statistics Service


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

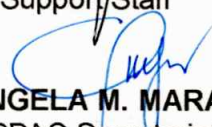

Approved:
For and by the authority
Of the Chief Public Attorney


SILVESTRE A. MOSING
Deputy Chief Public Attorney


Prepared By: (The Secretariat)



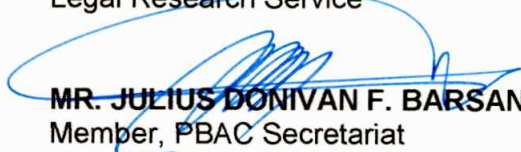
ATTY. MIGUEL NARCISO A. ILAGAN
Head, PBAC Secretariat
Public Attorney III
Executive Support Staff



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



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. 2023-03-048

March 29, 2023

ATTY. MARLON E. BUAN

Chairperson = PAO-Bids and Awards Committee

Regional Public Attorney

PAO-NCR

Sir:

Attached herewith are the approved Purchase Requests needed by **PAO-Central Office (GSD)**:

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	275-03-2023	Acoustic Ceiling Board, 2'x4' (please refer to the attached TOR for the specifications)	100	pcs.	850.00	85,000.00

TOTAL: 85,000.00

Prepared by:

DENVER CHRISTIAN P. LACANILAO

Administrative Aide IV

Certified Correct by:

CARMELA L. FLORENDO

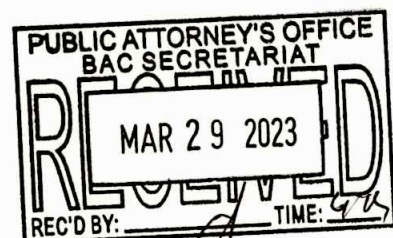
OIC-Supply Section

Noted by:

ATTY. DEMITEER U. HUERTA

Public Attorney IV/OIC

Administrative Service



PURCHASE REQUEST

Entity Name: PUBLIC ATTORNEY'S OFFICEFund Cluster: 01

Office/Section : General Services Division		PR No.: <u>275-03-2023</u> Responsibility Center Code : _____		March 15, 2023	
Stock/ Property No.	Unit	Item	Quantity	Price	Total Cost
	pcs	Acoustic Ceiling Board 2' x 4'	100	850.00	85,000.00
		(DELIVERY FEE INCLUSIVE)			
				Total:	85,000.00

Purpose : For the use of PAO Central Office

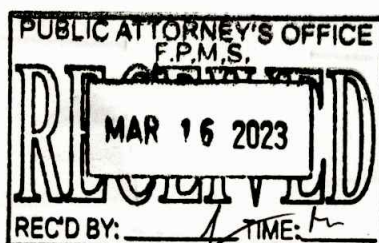
Requested by: _____

Signature : _____

Printed Name : Atty. DEMETER U. HUERTA

Designation : PA IV/ OIC-Administrative Service

SILVESTRE A. MOSING
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

16 March 2023

ATTY. MARLON E. BUAN

Chairperson – PAO – Bids and Awards Committee
Regional Public Attorney
PAO-CALABARZON

**RE: Request for Small Value Procurement of
100 pcs Acoustic Ceiling Board**

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
1	Acoustic Ceiling Board 2' x 4' (w/ DELIVERY CHARGE)	100			P85,000.00
Grand Total			P85,000.00		

For your consideration.

Respectfully yours,


COSME Y. DIAZ JR.

Administrative Officer V
OIC – General Services Division



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

Bids and Awards Committee

TERMS OF REFERENCE (TOR)

PROCUREMENT OF ONE HUNDRED (100) PIECES OF ACOUSTIC CEILING BOARD FOR THE USE OF PUBLIC ATTORNEY'S OFFICE FOR FY 2023

(PURCHASE REQUEST NO. 275-03-2023)

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

1. Approved Budget for the Contract

The bidder shall bid for the items described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract in the amount of **EIGHTY-FIVE THOUSAND PESOS (Php 85,000.00)**, inclusive of all taxes applicable and bank and government charges payable.

2. Specifications:

ONE HUNDRED (100) PIECES OF ACOUSTIC CEILING BOARD		
APPROVED BUDGET FOR THE CONTRACT (Php 85,000.00)		
Delivery: Fifteen (15) calendar days after the issuance of Notice to Proceed		
Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.		
QUANTITY	PRODUCT	DELIVERY SCHEDULE (After issuance of Notice to Proceed)
100 PIECES	<ul style="list-style-type: none">• Dimension (LxWxH)<ul style="list-style-type: none">○ 2" x 4" x 5/8 "• Color<ul style="list-style-type: none">○ White• Surface Coating:<ul style="list-style-type: none">○ Quality vinyl emulsion paint• Surface Pattern:	15 calendar days *For strict compliance. Subject to the rules on Liquidated Damages

	<ul style="list-style-type: none">○ Dune Square or Fine Fissured● Density:<ul style="list-style-type: none">○ 350-420 kg/m3● Acoustic Coefficient:<ul style="list-style-type: none">○ 0.4-0.6● Fire-Resistant Properties:<ul style="list-style-type: none">○ Class B1 qualification Class A qualification● Sinking-resistant properties:<ul style="list-style-type: none">○ < 3.5mm● Heat conducting coefficient:<ul style="list-style-type: none">○ <0.065W/mk● Bending Strength:<ul style="list-style-type: none">○ > 250N● Certification from a competent testing center that the product is free from hazardous substance<ul style="list-style-type: none">○ Ex. Asbestos	
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March 27, 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

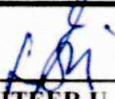
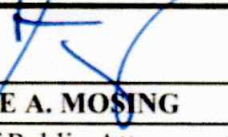

MICHAEL M. MENDOZA
Administrative Assistant III
Cash Section
Administrative Service

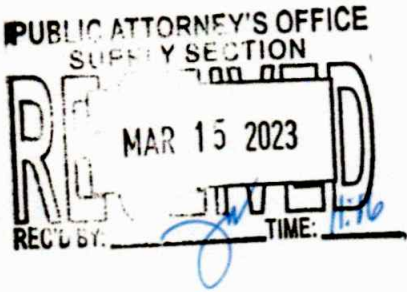
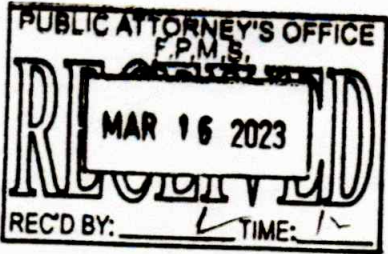
PURCHASE REQUEST

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

Office/Section : General Services Division		PR No.: 275-03-2023 Responsibility Center Code : _____		March 15, 2023	
Stock/ Property No.	Unit	Item	Quantity	Price	Total Cost
	pcs	Acoustic Ceiling Board 2' x 4'	100	850.00	85,000.00
		(CO DELIVERY FEE INCLUSIVE)			
		DIMENSION : (L x W x Thickness)			
		→ 2' x 4' x 5/8"			
		COLOR : White			
		OTHER SPECIFICATIONS : PLEASE			
		SEE ATTACHED DOCUMENT			
				Total:	85,000.00

Purpose : For the use of PAO Central Office

Requested by:	
Signature : 	
Printed Name : Atty. DEMITEER U. HUERTA	SILVESTRE A. MOSING
Designation : PA IV/ OIC-Administrative Service	Deputy Chief Public Attorney



PRODUCT Specifications

- Surface Coating: Quality vinyl emulsion paint
- Color: White
- Surface Pattern: Dune Square or Fine Fissured
- Density: 350–420kg/m³
- Acoustic Coefficient: 0.4–0.6
- Fire-Resistant Properties: Class B1 qualification | Class A qualification
- Sinking-resistant properties: < 3.5mm
- Heat conducting coefficient: <0.065W/mk
- Bending Strength: > 250N

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Home

PR# 275-03-2023 (Acoustic Ceiling Board) REVISED PPE and PR# 275-03-2023 (IC) PAO REGION 10 BRE# PR# 279-03-2023 (IC) PR# 275-03

Compose

Back Archive Move Delete Spam

23

Inbox

Unread

Starred

Drafts 1.1K

Sent

Archive

Spam

Trash

Less

Views Hide

Photos

Documents

Subscriptions

Travel

Folders Hide

New Folder

PR# 275-03-2023 (Acoustic Ceiling Board)

Yahoo/Sent ☆



Pao Supply <paosupply@ymail.com>
To: Paotwg



Thu, Mar 23 at 1:11 PM ☆

For TOR po... Thanks po.



PR# 275-03-....pdf
468.1kB

