

PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 15 JUNE 2023 RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF PHOTOCOPIER REPLACEMENT PARTS AS SPECIFIED UNDER PURCHASE REQUEST NO. 445-05-2023, 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-SACS FOR THE PROCUREMENT OF PHOTOCOPIER REPLACEMENT PARTS AS SPECIFIED UNDER PURCHASE REQUEST NO. 445-05-2023, FOR PAO-SACS, 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 Forty Thousand Pesos (Php 40,000.00)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 PHOTOCOPIER REPLACEMENT PARTS AS SPECIFIED UNDER PURCHASE REQUEST NO. 445-05-2023, FOR PAO-SACS 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 15th day of June 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

ON LEAVE


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

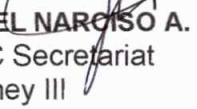
Approved:

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

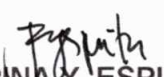

SILVESTRE A. MOSING


Deputy Chief Public Attorney

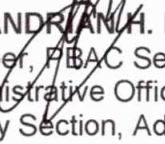
Prepared By: (The Secretariat)


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. FILIPINAY. 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
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Telephone Nos. 929-90-10 / 929-94-36 ; Fax Nos. 927-68-10 / 926-28-78

Trans. No. 2023-06-080

June 14, 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-SACS** to wit:

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	445-05-2023	Paper Pick-up Assembly FM4-9175-030000	1	pc.		
		Paper Pick-up Assembly FM4-9177-020000	1	pc.		
		Fixing Assembly, Main FM4-9734-020000	1	pc.		

TOTAL: 40,000.00

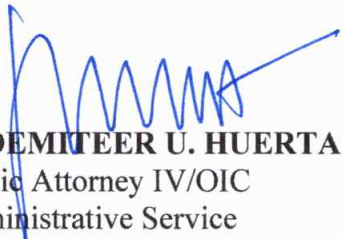
Prepared by:


ANDRIAN H. MARASIGAN
Administrative Officer II

Certified Correct by:


CARMELA L. FLORENDO
OIC-Supply Section

Noted by:


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

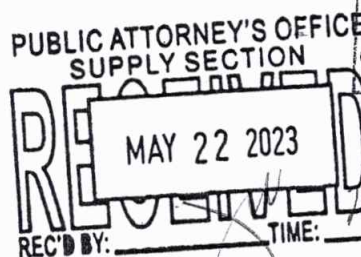
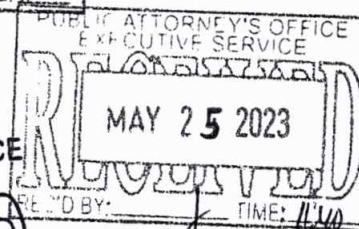
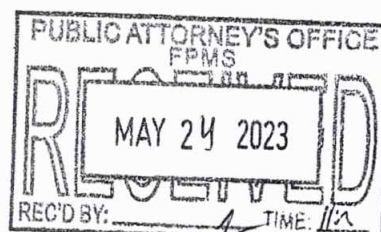


Fund Cluster: 01

Purpose:	for the use of SACS photocopier
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Approved by: _____

SILVESTRE A. MOSING
 Deputy Chief Public Attorney





PUBLIC ATTORNEY'S OFFICE
(Tanggapan ng Manananggol Pambayan)
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Special and Appealed Cases Service
DOJ Agencies Bldg., NIA Road Cor. East Ave.
1104 Diliman, Quezon City, Metro Manila
Tel Nos: 928-9137; 927-6806

May 22, 2023

Atty. Marlon Buan
Regional Public Attorney
Chairperson, PBAC
PAO-NCR and concurrent
District Public Attorney
Manila District Office

**RE: Request for Small Value Procurement of
Canon Photocopier parts for the use of SACS**

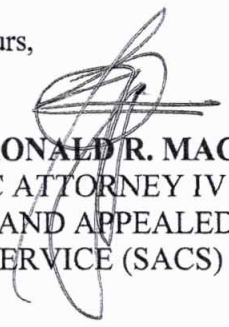
Atty. Buan,

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.	Item Description	Quantity	Unit Cost	Total Cost
	FM4-9175-030000 (PAPER PICK-UP ASSEMBLY)	1		
	FM4-9177-020000 (PAPER PICK-UP ASSEMBLY)	1		
	FM4-9734-020000 (FIXING ASSEMBLY, MAIN)	1		
Grand Total:			₱	40,000.00

For your kind consideration.

Respectfully Yours,


ATTY. RONALD R. MACOROL
PUBLIC ATTORNEY IV – OIC
SPECIAL AND APPEALED CASES
SERVICE (SACS)