



PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 05 SEPTEMBER 2023 RE: **RECOMMENDATION OF CANCELLATION OF PROCUREMENT FOR THE SUPPLY AND INSTALLATION OF WINDOW BLINDS, AS SPECIFIED UNDER PURCHASE REQUEST NO. 589-07-2023, HELD AT THE PAO CENTRAL OFFICE THRU VIA ZOOM VIDEO CALL MEETING**

RESOLUTION

RECOMMENDING THE CANCELLATION OF THE DELEGATED CONDUCT OF SMALL VALUE PROCUREMENT FOR THE PROCUREMENT OF SUPPLY AND INSTALLATION OF WINDOW BLINDS AS SPECIFIED UNDER PURCHASE REQUEST NO. 589-07-2023, FOR PAO-MANILA DISTRICT OFFICE

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, this committee previously resolved¹ to recommend the conduct of delegated Small Value Procurement of Window Blinds for PAO Manila District Office under Purchase Request No. 589-07-2023;

WHEREAS, there was an approved budget for the contract of the subject procurement with a total amount of Thirty Five Thousand Pesos (Php 35,000.00)²;

WHEREAS, the PAO-Supply Section informed this committee that there is a discrepancy between the provided technical specifications on the measurements for the subject procurement that would make the purchase of the subject window blinds unusable;

WHEREAS, after consultation with the PAO-Supply Section and the Technical Working Group (TWG), said discrepancy in the technical specifications was confirmed;

WHEREAS, in line with the declared policy of RA 9184 in promoting good governance by adhering with principles of transparency, accountability, equity, efficiency and economy, it appears that there is a need to cancel the subject procurement until conduct and confirmation of correct measurements to be reflected in a new Terms of Reference from the TWG;

WHEREAS, considering the foregoing, BAC Member Atty. Ronald Macorol moved to recommend the cancellation of the subject procurement and to order the TWG to submit a new Terms of Reference containing correct specification for the subject procurement, duly seconded by BAC Member Dir. Marilyn Boongaling;

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 to CANCEL THE DELEGATED CONDUCT OF SMALL VALUE PROCUREMENT FOR THE**

¹ PBAC Resolution dated 01 August 2023 Recommending Delegated Small Value Procurement of Purchase Request No. 589-07-2023

² Approved Budget for the Contract from the Financial Planning and Management Service

PROCUREMENT OF SUPPLY AND INSTALLATION OF WINDOW BLINDS AS SPECIFIED UNDER PURCHASE REQUEST NO. 589-07-2023, FOR PAO-MANILA DISTRICT OFFICE AND TO DIRECT THE TWG TO SUBMIT A CORRECTED TERMS OF REFERENCE FOR THE SUBJECT PROCUREMENT

APPROVED this 5th day of September 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. 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. JAN STEVEN S. DUNUAN
Chairperson, PBAC
Public Attorney V
Regional Public Attorney
PAO-NCR

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

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

Acceded By: (The TWG)

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

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

ANA LISA M. SORIANO
Deputy Chief Public Attorney

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

Prepared By: (The Secretariat)

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

ENGR. ANGELA M. MARAMAG-PRADO
Member, BAC 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
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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. 2023-07-100

July 31, 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-NCR (Manila D.O.)**, to
wit:

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	589-07-2023	BLINDS <ul style="list-style-type: none">120 cm x 210 cm120 cm x 210 cm120 cm x 210 cm (Please see attached TOR for the specifications)	8 1 1	Sets Set Set		

TOTAL 35,000.00

Prepared by: /

ANDRIAN H. MARASIGAN
Administrative Officer II

Certified Correct by:

CARMELA L. FLORENDO
OIC-Supply Section

Noted by:

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



Kagawaran ng Katarungan
Tanggapan ng Manananggol Pambayan
(PUBLIC ATTORNEY'S OFFICE)
Manila District Office
4th Flr. Godino Bldg., 350 Villegas St., Ermita, Manila
Tel No. 400-9755 /523-2030

July 13, 2023

ATTY. MARLON E. BUAN
Regional Public Attorney – NCR
Chairperson, PBAC

RE: Request for Small Value Procurement for Repair
Of PAO Manila Office

Atty. Buan,

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

Item No.	Description	Qty.	Unit Price	Total Price
1	Blinds, 210cm x 120cm	8	4,450.00	35,600.00
2	Blinds, 135cm x 120cm	1	3,000.00	3,000.00
3	Blinds, 140cm x 120cm	1	3,000.00	3,000.00
Grand Total			41,600.00	

Thank you.

Very truly yours,

ATTY. MARIO T. DIONISIO, JR.
OIC/ Public Attorney III



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. 8929-90-10/8929-94-36 Fax No. 8927-68-10/8926-28-78

Bids and Awards Committee

TERMS OF REFERENCE (TOR)

**SUPPLY AND INSTALLATION OF BLINDS
FOR THE USE OF THE PAO - MANILA FOR FY 2023
(PURCHASE REQUEST NO. 589-07-2023)**

(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 (Php35,000.00)**, 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	Blinds <ul style="list-style-type: none">- 120 cm x 210 cm- roller shades- Design: Cooltex fabric- mechanism: Choice Korean- Mechanism-Metal Chain- color: cream- installation	sets	8	One Time	7 calendar days
2	Blinds <ul style="list-style-type: none">- 120 cm x 210 cm- roller shades- Design: Cooltex fabric- mechanism: Choice Korean- Mechanism-Metal Chain- color: cream- installation	set	1	One Time	7 calendar days
3	Blinds <ul style="list-style-type: none">- 120 cm x 210 cm- roller shades- Design: Cooltex fabric- mechanism: Choice Korean- Mechanism-Metal Chain- color: cream- installation	set	1	One Time	7 calendar days

July 25, 2023

TECHNICAL WORKING GROUP:

Head:

(Original Signed)
ALMA E. DUMAGO – LATOSA
Director II

Financial Planning and Management Service

Members:

THOR ARTHUR B. AVILA
Administrative Officer V

Human Resource Management and Development Division
Administrative Service

MICHAEL M. MENDOZA
Administrative Assistant III
Cash Section
Administrative Service