

### **PAO BIDS AND AWARDS COMMITTEE (PBAC)**

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 01 AUGUST 2023 RE: **CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF REPLACEMENT PARTS FOR COPIER MODEL ECOSYS M4125IDN AS SPECIFIED UNDER PURCHASE REQUEST NO. 602-07-2023, REFERRED TO PBAC ON 31 JULY 2023, HELD AT THE PAO CENTRAL OFFICE VIA PBAC ZOOM MEETING**

### **RESOLUTION**

**RECOMMENDING THE PROCUREMENT THROUGH DIRECT CONTRACTING OF REPLACEMENT PARTS FOR COPIER MODEL ECOSYS M4125IDN, AS SPECIFIED UNDER PURCHASE REQUEST NO. 602-07-2023, FOR PAO-CENTRAL OFFICE, EXECUTIVE SUPPORT SERVICE (ESS) 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/repared are exclusively<sup>1</sup> 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 One Hundred Thousand Eight Hundred Thirty Eight Pesos (Php 100,838.00)<sup>2</sup>;

**WHEREAS**, that during the conduct of pre-procurement conference with the PBAC-Technical Working Group (PBAC-TWG) for their review and recommendation the details and specification of the subject procurement, this committee adopts the PAO-TWG's recommendation with the PAO-Supply Section justifying and proving that procurement of the subject item through its exclusive authorized distributor is most beneficial for the government as there is no substitute in the market offering a more advantageous terms considering the quality of the printing products and that the said distributor has the proper qualifications as supplier of the subject procurement in accordance with the law

**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. Alem Abeya 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,

<sup>1</sup> Certificate of Exclusivity of Philcopy

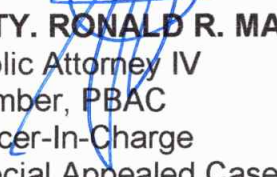
<sup>2</sup> Approved Budget for the Contract from the Financial Planning and Management Service



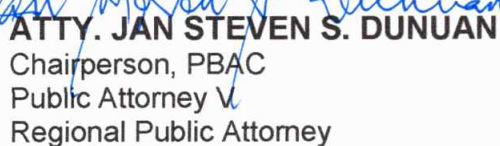
SUBSECTION (A)1-c of the IRR of RA 9184 is thus in order, duly seconded by BAC Member Dir. Marilyn Boongaling;

**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 the pursuance of a DIRECT CONTRACTING 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 REPLACEMENT PARTS FOR COPIER MODEL ECOSYS M4125IDN, AS SPECIFIED UNDER PURCHASE REQUEST NO. 602-07-2023, FOR PAO-CENTRAL OFFICE, EXECUTIVE SUPPORT SERVICE (ESS), SUBJECT TO POSTING OF WARRANTY SECURITY IN ACCORDANCE WITH RA 9184.**

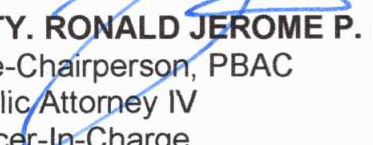
**APPROVED** this 1st day of August 2023 at the Public Attorney's Office (PAO) Central Office, 5<sup>th</sup> Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman, (1104) Quezon City, Philippines thru Zoom Video Conference.


  
**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

  
**ATTY. JAN STEVEN S. DUNUAN**  
Chairperson, PBAC  
Public Attorney V  
Regional Public Attorney  
PAO-NCR

**(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


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

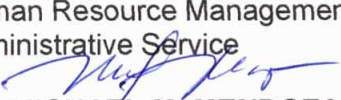
**Approved:**  
**For and by the authority**  
**Of the Chief Public Attorney**

**Acceded By: (The TWG)**

  
**ANA LISA M. SORIANO**  
Deputy Chief Public Attorney

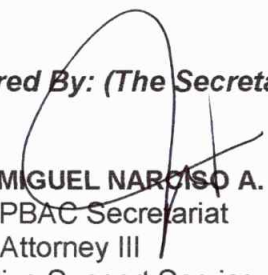
  
**MS. ALMA E. DUMAGO-LATOSA**  
Head, Technical Working Group (TWG)  
Director II  
Financial Planning and Management Service

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


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

Cash Section  
Administrative Service

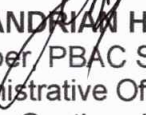
*Prepared By: (The Secretariat)*

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

  
**ENGR. ANGELA M. MARAMAG-PRADO**  
Member, PBAC Secretariat  
Computer Programmer I  
General Services Division  
Administrative Service

  
**MS. FILIPINA Y. ESPIRITU**  
Member, PBAC Secretariat  
Librarian III  
Legal Research Service

**(On Official Business)**  
**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 ManananggolPambayan**  
**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

Control No: TRANS-2023-07-097

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 needed by the PAO- *ESS* to wit;

PHILCOPY CORPORATION						
No.	PR No.	Requesting Office	Item Description	Quantity	Unit Price	Total Amount
1	602-07-2023	ESS	Maintenance Kit MK-6119	2	36,960.00	73,920.00
			Kyocera Feed Roller (DP)	2	2,992.00	5,984.00
			Kyocera Retard Roller (DP)	2	2,529.00	5,058.00
			Kyocera-Mita Primary Paper Feed Unit	4	3,969.00	15,876.00
			(Copier Model: ECOSYS M4125IDN)			
TOTAL						100,838.00

Prepared by:

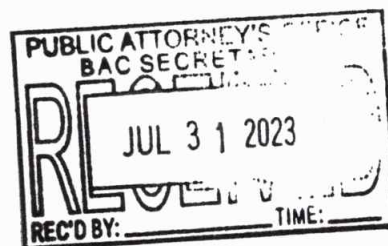
*[Signature]*  
**ANDRIAN H. MARASIGAN**  
Admin. Officer II

Certified Correct by:

*[Signature]*  
**CARMELA L. FLORENDO**  
OIC-Supply Section

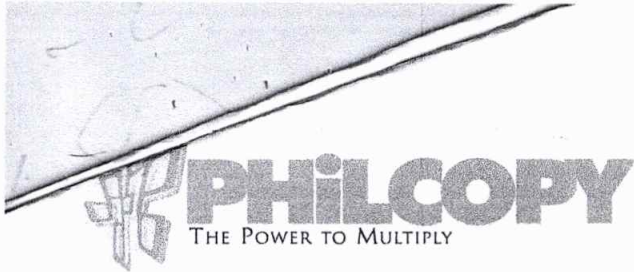
Noted by:

*[Signature]*  
**ATTY. DEMITEER U. HUERTA**  
PA IV / OIC-Admin. Service









SALES QUOTATION NO. 042-2307-0012  
JULY 03, 2023

PUBLIC ATTORNEY'S OFFICE  
DOJ BLDG. , NIA RD. COR. EAST AVE.,  
DILIMAN, , QUEZON CITY

ATTENTION: MR. ANDY MARASIGAN

Dear Sir / Madam:  
Thank you for allowing us to serve you. Based on the assessment of our Service Engineer, we are pleased to offer you our quotation for the immediate replacement of spare part/s & or consumables of your KYOCERA MULTI FUNCTION LASER COPIER ECOSYS M4125IDN Serial No. RCX8200019 as follows:

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
KYOCERA MAINTENANCE KIT MK-6119	1 SET	36,960.00	36,960.00
KYOCERA FEED ROLLER (DP)	1 PIECE	2,992.00	2,992.00
KYOCERA RETARD ROLLER (DP)	1 PIECE	2,529.00	2,529.00
KYOCERA-MITA PRIMARY PAPER FEED UNIT	2 PIECE	3,969.00	7,938.00

GROSS SALE 50,419.00

TOTAL FOB 50,419.00


PAYMENT TERMS: 30 day(s)  
VALIDITY: 30 days , thereafter price subject for final confirmation.  
REMARKS: LOCATION: EXECUTIVE DEPT. 5TH FLR. DOJ BLDG. , NIA RD. COR. EAST AVE., DILIMAN, , QUEZON CITY

This is just the initial assessment. Additional parts and/or consumables may be needed during the actual repair. Should you find the above acceptable, please send this back to us thru Fax No. 8376-6992/8376-6994 or email at west\_triangle@philcopy.net with your conformity in the space herein provided.

Thank you very much.

Very truly yours,

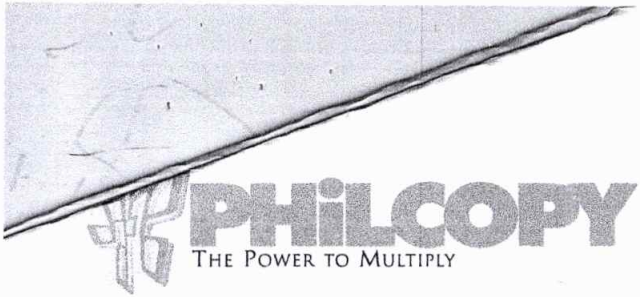
Jerel Arfe Arroyo  
Branch Head

CONFORME:   
Authorized Representative  
Signature over Printed  
Name / Date

This is a computer generated document and no signature is required.

S.E.: 4716  
SYS CTRL #: 9NCZR-I28KXCSQEZ

PHILCOPY CORPORATION  
Unit 2B Carmel Suite #15 Chronicle St., West Triangle, Quezon City \* Tel. No. 8376-6992/94 \* Email Add.  
west\_triangle@philcopy.net



SALES QUOTATION NO. 042-2307-0013  
JULY 03, 2023

PUBLIC ATTORNEY'S OFFICE  
DOJ BLDG. , NIA RD. COR. EAST AVE.,  
DILIMAN, , QUEZON CITY

ATTENTION: MR. ANDY MARASIGAN

Dear Sir / Madam:  
Thank you for allowing us to serve you. Based on the assessment of our Service Engineer, we are pleased to offer you our quotation for the immediate replacement of spare part/s & or consumables of your KYOCERA MULTI FUNCTION LASER COPIER ECOSYS M4125IDN Serial No. RCX8200006 as follows:

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
KYOCERA MAINTENANCE KIT MK-6119	1 SET	36,960.00	36,960.00
KYOCERA FEED ROLLER (DP)	1 PIECE	2,992.00	2,992.00
KYOCERA RETARD ROLLER (DP)	1 PIECE	2,529.00	2,529.00
KYOCERA-MITA PRIMARY PAPER FEED UNIT	2 PIECE	3,969.00	7,938.00

GROSS SALE 50,419.00

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Thank you very much.

Very truly yours,

Jerel Arfe Arroyo  
Branch Head

CONFORME: \_\_\_\_\_  
Authorized Representative  
Signature over Printed  
Name / Date

This is a computer generated document and no signature is required.

S.E.: 4716  
SYS CRTL #: 6DSLX-8ENAEIZFVD

PHILCOPY CORPORATION  
Unit 2B Carmel Suite #15 Chronicle St., West Triangle, Quezon City \* Tel. No. 8376-6992/94 \* Email Add.  
west\_triangle@philcopy.net

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Dated this 3<sup>rd</sup> day of March 2023

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**NOTARIAL CERTIFICATE**

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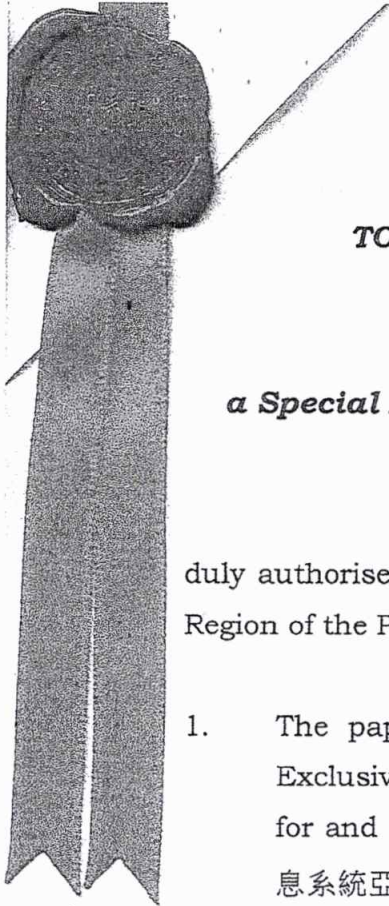
**Fred Kan & Co.**

Solicitors & Notaries  
3104-06 Central Plaza  
18 Harbour Road, Hong Kong

Tel: 2598 1318    Fax: 2588 1318

Ref: H8555/GEN/FK-FK





**TO ALL TO WHOM THESE PRESENTS SHALL COME :**

**I, FREDERICK KA-CHONG KAN,**

**of Hong Kong,**

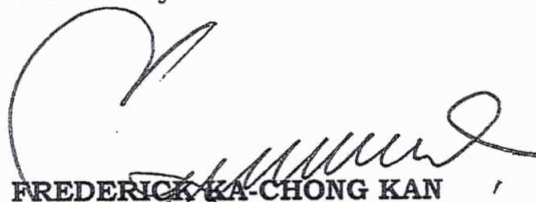
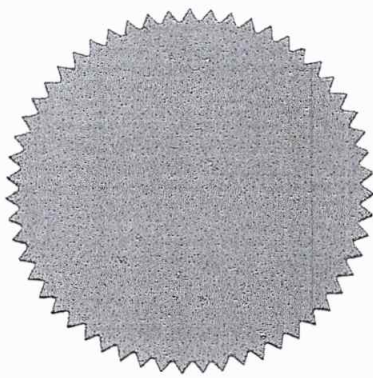
**a Special Administrative Region of the People's Republic of China,**

**Notary Public**

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

1. The paper writing annexed hereto is a Sworn Certificate of Guarantee Exclusive Distributorship Agreement dated 1 March 2023 which was 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 3<sup>rd</sup> day of March, Two Thousand and Twenty Three.



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

5187

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](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，文件上的蓋章蓋印予以證明。此項文件加簽並不就文件的内容作出證明。就發出此文件加簽之查證，見 "[https://www.judiciary.hk/zh/court\\_services\\_facilities/apostille\\_verification.html](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/蓋印		Kan Ka Chong Frederick	
Certified 加簽證明			
5. at 在	High Court 高等法院	6. the 於	08 MAR 2023 2023 年 03 月 08 日
7. by 由	Simon KWANG Registrar, High Court 鄭卓宏 高等法院司法常務官		
8. No 編號	20885 / 2023		
9. Seal / stamp: 蓋章/蓋印	10. Signature: 簽署		

Reference Code 參考編號: 093EF415



1<sup>st</sup> March 2023

Document reference: TD/PH/23030101

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 multi-functional products, 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.

This certificate is valid till 31<sup>st</sup> March, 2024.

Yours faithfully,

KYOCERA Document Solutions Asia Limited




Takuma KIMURA, President

In witness of signature

(1) 

Okochi Ryosuke, Vice President

KYOCERA Document Solutions Asia Limited

(2) 

Moses Mui Wai Kwong, Vice President

KYOCERA Document Solutions Asia Limited





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

TCEP NO. 08A-049-02-13-R0109-2023-M

# TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

## PHILCOPY CORPORATION

Name of Taxpayer

793 J.P. RIZAL AVENUE POBLACION MAKATI CITY  
Address

000-169-318-00000

Taxpayer Identification Number


This is to certify that the above-mentioned taxpayer is eligible for issuance of this Tax Clearance Certificate having satisfied all the criteria set forth by the BIR as of date of this certification pursuant to Revenue Regulations No. 8-2016, as amended.

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

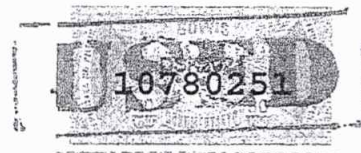
Issued this 13th day of February 2023.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL FEBRUARY 13, 2024 ONLY OR UNTIL REVOKED FOR VIOLATION OF THE CRITERIA SPECIFIED UNDER REVENUE REGULATIONS NO. 8-2016, AS AMENDED AND REVENUE MEMORANDUM ORDER NO. 46-2018, WHICHEVER COMES EARLIER. THIS SHALL NOT BE USED ON SALES/TRANSFER OF REAL PROPERTIES. CERTIFICATION FEE OF P100 WAS PAID ON FEBRUARY 1, 2023 UNDER EFPS PAYMENT TRANSACTION NO. 232564199. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.

NOT VALID  
WITHOUT BIR  
DRY SEAL

  
ANNE M. REYES

Officer-in-Charge, Collection Division



WARNING: Counterfeiting is punishable by law. For authenticity, please visit BIR website [www.bir.gov.ph/index.php/tax-clearance/released-tax-clearance.html](http://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.

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 8.5.2 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.

For the purpose of updating this Certificate, all Class "A" eligibility documents covered by Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act No. 9184 supporting the veracity, authenticity and validity of this Certificate shall remain current and updated. The failure by the prospective Bidder to update this Certificate with the current and updated Class "A" eligibility documents shall result in the automatic suspension of its validity until such time that all of the expired Class "A" eligibility documents has been updated.

By submitting this Certificate, the Bidder certifies:

1. the authenticity, genuineness, validity, and completeness of the copy of the original eligibility documents submitted;
2. the veracity of the statements and information contained therein;
3. that the Certificate is not a guaranty that the named registrant will be declared eligible without first being determined to be such for that particular bidding, nor is it an evidence that the Bidder has passed the post-qualification stage; and
4. that any finding of concealment, falsification, or misrepresentation of any of the eligibility documents submitted, or the contents thereof shall be a ground for disqualification from further participation in the bidding process, without prejudice to the imposition of appropriate administrative, civil and criminal penalty in accordance with the laws.

This Certificate is valid until 11-May-2024

Issued this 02nd day of May 2023.

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





## REMINDERS <sup>1</sup>


- *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.*



List of Eligibility Documents


of  
PHILCOPY CORPORATION  
793 JP Rizal Ave., Poblacion ,  
Makati City , Metro Manila , NCR , Philippines

SEC Certificate	Registration Date : 23-Oct-1979 SEC Certificate Number : 89173
Mayors Permit	Expiration Date : 31-Dec-2023 Permit Number : 44816 Place of Issue : MAKATI CITY Issued By / Signatory : HON. MAR-LEN ABIGAIL S. BINAY Issuance Date : 14-Jan-2023
Tax Clearance	Expiration Date : 13-Feb-2024 TCC Number : 08A-049-02-13-R0109-2023-M Issued By / Signatory : ANNE M. REYES Issuance date : 13-Feb-2023
Audited Financial Statement	Date of Filing : 20-Apr-2023 Current Asset : 613,916,595.17 Total Asset : 680,825,434.86 Current Liabilities : 302,682,863.55 Total Liabilities : 312,682,863.55 Name of Auditor : GUILLERMA M. GUMERA BIR RDO Code : 049
PCAB License	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :


For BIR BCS/ Use Only Item:		Republic of the Philippines Department of Finance Bureau of Internal Revenue		1702-RT 01/18/ENCS P1																										
BIR Form No. <b>1702-RT</b> January 2018(ENCS) Page 1		<b>Annual Income Tax Return</b> Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate <i>Enter all required information in CAPITAL LETTERS. Mark applicable boxes with an "X". Two copies MUST be filled with the BIR and one held by the taxpayers.</i>																												
1 For <input checked="" type="radio"/> Calendar <input type="radio"/> Fiscal		3 Amended Return? <input type="radio"/> Yes <input checked="" type="radio"/> No		5 Alphabetic Tax Code (ATC) IC 055-Minimum Corporate Income Tax (MCIT) <input checked="" type="radio"/> IC 010 - CORPORATION IN GENERAL - JAN 1, 2008 <input checked="" type="radio"/>																										
2 Year Ended (MM/DD/YY) 12-December-20 21		4 Short Period Return <input type="radio"/> Yes <input checked="" type="radio"/> No																												
<b>Part I - Background Information</b>																														
6 Tax Identification Number (TIN) 000 - 159 - 318 - 00000 7 RDO Code 045																														
8 Registered Name (Enter only 1 letter per box using CAPITAL LETTERS) PHILCOPY CORPORATION																														
9 Registered Address (Indicate complete address. If the registered address is different from the current address, go to the RDO to update registered address by using BIR Form No. 1905) 793 J P RIZAL AVE POBLACION MAKATI CITY																														
9A ZIP Code 1210																														
10 Date of Incorporation/Organization (MM/DD/YYYY) 10/23/1979 11 Contact Number 8817978																														
12 Email Address jen.ebiforms2015@google.com																														
13 Method of Deductions <input checked="" type="radio"/> Itemized Deductions [Section 34 (A-J), NIRC] <input type="radio"/> Optional Standard Deduction (OSD) - 40% of Gross Income [Section 34(L), NIRC as amended]																														
<b>Part II - Total Tax Payable</b> (Do NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)																														
14 Tax Due 3,190,409																														
15 Less: Total Tax Credits/Payments 3,158,587																														
16 Net Tax Payable (Overpayment) (Item 14 Less Item 15) 31,822																														
Add: Penalties																														
17 Surcharge 0																														
18 Interest 0																														
19 Compromise 0																														
20 Total Penalties (Sum of Items 17 to 19) 0																														
21 TOTAL AMOUNT PAYABLE (Overpayment) (Sum of Items 16 and 20) 31,822																														
If Overpayment, mark one(1) box only (Once the choice is made, the same is irrevocable) <input type="radio"/> To be refunded <input type="radio"/> To be issued a Tax Credit Certificate (TCC) <input type="radio"/> To be carried over as a tax credit for next year/quarter																														
We declare under the penalties of perjury that this return, and all its attachments, have been made in good faith, verified by us, and to the best of our knowledge and belief, are true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. (If signed by an Authorized Representative, indicate TIN and attach authorization letter)																														
Signature over Printed Name of President/Principal Officer/Authorized Representative _____ 22 Number of Attachments 000																														
Signature over Printed Name of Treasurer/Assistant Treasurer _____																														
Title of Signatory _____ TIN _____ Title of Signatory _____ TIN _____																														
<b>Part III - Details of Payment</b>																														
<table border="1"><thead><tr><th>Particulars</th><th>Drawee Bank/ Agency</th><th>Number</th><th>Date(MM/DD/YYYY)</th><th>Amount</th></tr></thead><tbody><tr><td>23 Cash/Bank Debit Memo</td><td></td><td></td><td></td><td>0</td></tr><tr><td>24 Check</td><td></td><td></td><td></td><td>0</td></tr><tr><td>25 Tax Debit Memo</td><td></td><td></td><td></td><td>0</td></tr><tr><td>26 Others(Specify Below)</td><td></td><td></td><td></td><td>0</td></tr></tbody></table>						Particulars	Drawee Bank/ Agency	Number	Date(MM/DD/YYYY)	Amount	23 Cash/Bank Debit Memo				0	24 Check				0	25 Tax Debit Memo				0	26 Others(Specify Below)				0
Particulars	Drawee Bank/ Agency	Number	Date(MM/DD/YYYY)	Amount																										
23 Cash/Bank Debit Memo				0																										
24 Check				0																										
25 Tax Debit Memo				0																										
26 Others(Specify Below)				0																										
Machine Validation/Revenue Official Receipt Details (If not filed with an Authorized Agent Bank(AAB))																														
Stamp of Receiving Office/AAB and Date of Receipt (RO's Signature/Bank's Initials) BUREAU OF INTERNAL REVENUE REVENUE REGION NO. 3A - MAKATI REVENUE DISTRICT OFFICE NO. 48 North Makati <b>RECEIVED</b> INITIALS: _____ DATE: _____ RDO NAME: RUBEN L. ROSA RECEIVED DATE: _____																														

APR 23 2022



BIR Form No. 1702-RT January 2018(ENCS) Page 2		Annual Income Tax Return Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate		 1702-RT 01/18ENCS P2	
Taxpayer Identification Number(TIN)				Registered Name	
000 169 318 00000				PHILCOPY CORPORATION	
Part IV - Computation of Tax (DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)					
27 Sales/Revenues/Receipts/Fees				326,590,805	
28 Less: Sales Returns, Allowances and Discounts				0	
29 Net Sales/Revenues/Receipts/Fees (Item 27 Less Item 28)				326,590,805	
30 Less: Cost of Sales/Services				161,393,516	
31 Gross Income from Operation (Item 29 less Item 30)				165,197,289	
32 Add: Other Taxable Income Not Subjected to Final tax				0	
33 Total Taxable Income (Sum of Items 31 and 32)				165,197,289	
Less: Deductions Allowable under Existing Law					
34 Ordinary Allowable Itemized Deductions				152,435,652	
35 Special Allowable Itemized Deductions				0	
36 NOLCO (Only for those taxable under Sec. 27(A to C); Sec. 28(A)(1)(A)(6)(b) of Tax code, as amended)				0	
37 Total Deductions (Sum of Items 34 to 36)				152,435,652	
OR in case taxable under Sec 27(A) & 28(A)(1)]					
38 Optional Standard Deduction (OSD) (40% of Item 33)				0	
39 Net Taxable Income/(Loss) If Itemized: Item 33 Less Item 37; If OSD: Item 33 Less Item 38)				12,761,637	
40 Applicable Income Tax Rate				25 %	
41 Income Tax Due other than Minimum Corporate Income Tax(MCIT) (Item 39 x Item 40)				3,190,409	
42 MCIT Due (2% of Item 33)				165,973	
43 Tax Due (Normal Income Tax Due in Item 41 OR the MCIT Due in Item 42, whichever is higher)				3,190,409	
Less: Tax Credits/Payments(attach proof)					
44 Prior Year's Excess Credits Other Than MCIT				0	
45 Income Tax Payment under MCIT from Previous Quarter/s				0	
46 Income Tax Payment under Regular/Normal Rate from Previous Quarter/s				105,754	
47 Excess MCIT Applied this Current Taxable Year				0	
48 Creditable Tax Withheld from Previous Quarter/s per BIR Form No. 2307				2,488,398	
49 Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter				564,435	
50 Foreign Tax Credits, if applicable				0	
51 Tax Paid in Return Previously Filed, if this is an Amended Return				0	
52 Special Tax Credits				0	
Other Credits/Payments (Specify)					
53				0	
54				0	
55 Total Tax Credits/Payments (Sum of Items 44 to 54)				3,158,587	
56 Net Tax Payable (Overpayment) (Item 43 Less Item 55)				31,822	
Part V - Tax Relief Availment					
57 Special Allowable Itemized Deductions (Item 35 of Part IV x Applicable Income Tax Rate)				0	
58 Add: Special Tax Credits				0	
59 Total Tax Relief Availment (Sum of Items 57 & 58)				0	



BIR Form No. <b>1702-RT</b> January 2018(ENCS) Page 3		<b>Annual Income Tax Return</b> Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate			
Taxpayer Identification Number(TIN)		Registered Name			
000 169 318 00000		PHILCOPY CORPORATION			
Part VI - Schedules (DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)					
Schedule I - Ordinary Allowable Itemized Deductions (Attach additional sheets if necessary)					
1 Amortization		0			
2 Bad Debts		0			
3 Charitable and Other Contributions		0			
4 Depletion		0			
5 Depreciation		3,218,747			
6 Entertainment, Amusement and Recreation		0			
7 Fringe Benefits		6,242,540			
8 Interest		0			
9 Losses		0			
10 Pension Trusts		0			
11 Rental		17,856,415			
12 Research and Development		0			
13 Salaries, Wages and Allowances		99,184,982			
14 SSS, GSIS, Philhealth, HDMF and Other Contributions		7,342,832			
15 Taxes and Licenses		4,781,573			
16 Transportation and Travel		0			
17 Others(Deductions Subject to Withholding Tax and Other Expenses) (Specify below; Add additional sheet(s), if necessary)					
a Janitorial and Messengerial Services		0			
b Professional Fees		0			
c Security Services		213,766			
d OTHERS		13,594,797			
e		0			
f		0			
g		0			
h		0			
i		0			
18 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 17)		152,435,652			
Schedule II - Special Allowable Itemized Deductions (Attach additional sheets, if necessary)					
Description		Legal Basis		Amount	
1				0	
2				0	
3				0	
4				0	
5 Total Special Allowable Itemized Deductions (Sum of Items 1 to 4)		0			

Gmail

len baylon <len.ebirforms2015@gmail.com>

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## Tax Return Receipt Confirmation

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ebirforms-noreply@bir.gov.ph <ebirforms-noreply@bir.gov.ph>  
To: len.ebirforms2015@gmail.com

Tue, Apr 12, 2022 at 9:58 AM

This confirms receipt of your submission with the following details subject to validation by BIR:

File name: 000169318000-1702RTV2018C-122021.xml

Date received by BIR: 12 April 2022

Time received by BIR: 09:36 AM

Penalties may be imposed for any violation of the provisions of the NIRC and issuances thereof.

### FOR RETURNS WITH PAYMENT

Please print this e-mail together with the RETURN and proceed to pay through the Authorized Agent Bank / Collection Agent / GCASH or use other payment options.

This is a system-generated email. Please do not reply.

Bureau of Internal Revenue

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Reference No:292200047257058  
Date Filed:April 13 2022 01:50 PM  
Batch Number:0

PSOC: PSIC: 5238

 <div>Republika ng Pilipinas Kagawaran ng Pananalapi Kawanihan ng Rentas Internas</div>		<div>BIR Form No. <b>0605</b> September 2003(ENCS)</div>		
1 For the Calendar Fiscal		3 Quarter Clear Quarter	4 Due Date (MM/DD/YYYY)	5 No. of Sheets Attached SATC
2 Year Ended (MM/YYYY) 12 - December 2021		1st 2nd 3rd 4th	04 15 2022	0 MC200
7 Return Period (MM/DD/YYYY) 12 31 2021		8 Tax Type Code IT		
Part I Background Information				
9 Taxpayer Identification No. 000 169 318 000		10 RDO Code 049	11 Taxpayer Classification I N	
12 Line of Business/Occupation		RETAIL OF AGRICULTURAL FARM SUP		
13 Taxpayer's Name (Last Name, First Name, Middle Name for Individuals)/(Registered Name for Non-Individuals) PHILCOPY CORPORATION		14 Telephone Number 2327511		
15 Registered Address 793 793 J.P. RIZAL AVENUE POBLACION POBLACION CITY OF MAKATI, NCR, FOURTH DI		16 Zip Code 1210		
17 Manner of Payment		18 Type of Payment		
Voluntary Payment		Per Audit/Delinquent Account		
Self-Assessment		Preliminary/Final Assess/Deficiency Tax		Installment
Penalties		Accounts Receivable/Delinquent Account		No. of Installment
Tax Deposit/Advance Payment				Partial Payment
Income Tax Second Installment (Individual)				Full Payment
Others (Specify)				
AITR 2021				
Part II Computation of Tax				
19 Basic Tax/Deposit/Advance Payment		19		31,822.00
20 Add Penalties Surchage Interest Compromise		20A 0.00 20B 0.00 20C 0.00 20D 0.00		0.00
21 Total Amount Payable (Sum of Items 19 & 20D)		21		31,822.00
For Voluntary Payment		Payment of Deficiency Taxes From Audit/Investigation Delinquent Accounts		
I declare, Under the penalties of perjury, that this document has been made in good faith, verified by me, and to the best of my knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof.		Pre-approved by Investigating Office Not approved by Investigating Office		



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
BUREAU OF INTERNAL REVENUE

FILING REFERENCE NO.

TIN	: 000-159-318-000
Name	: PHILCOPY CORPORATION
RDO	: 048
Form Type	: C605
Reference No.	: 292200047257056
Amount Payable (Over Remittance)	: 31,322.00
Accounting Type	: C - Calendar
For Tax Period	: 12/31/2021
Quarter	: 0
Date Filed	: 04/13/2022
Tax Type	: IT

Process Tax Payment



**eFPS**

e-Filing and Payment System

**Bureau of Internal Revenue**

BIR eFPS has received the payment confirmation for your tax return from LBP.

TIN	000 - 169 - 318 - 000
Taxpayer's Name	PHILCOPY CORPORATION
Tax Type	IT
Return Period	12/31/2021
Transacting Bank	LBP (086000)
Reference Number	292200047257058
Payment Transaction Number	227170197
Payment Transaction Date	04/13/2022
Actual Amount Paid	31822.00
LBP's Confirmation Number	00041320221420458850

Please refer to the Tax Return Inquiry facility to check the status of your payment.

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