



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

PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 31 AUGUST 2023 RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF AIR-CONDITIONING UNITS FOR PAO-QUEZON CITY DISTRICT OFFICE, AS SPECIFIED UNDER PURCHASE REQUEST NO. 640-07-2023, REFERRED TO PBAC ON 29 AUGUST 2023, HELD AT THE PAO CENTRAL OFFICE

RESOLUTION

RECOMMENDING THE DELEGATION OF THE CONDUCT OF SMALL VALUE PROCUREMENT TO PAO-SUPPLY SECTION FOR THE PROCUREMENT OF THREE (3) UNITS OF AIR-CONDITIONING UNIT, AS SPECIFIED UNDER PURCHASE REQUEST NO. 640-07-2023, FOR PAO-QUEZON CITY DISTRICT OFFICE, IN ACCORDANCE WITH SECTION 53.9 RULE XVI IN CONNECTION 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 One Hundred Forty Nine Thousand and Nine Hundred Ninety Seven Pesos (Php 149,997.00)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 Atty. Alem Abeya moved to delegate to PAO-Supply Section the conduct of small value procurement of the subject item, duly seconded by BAC Member Atty. Ronald Macorol.

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

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

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 FOR THE P PROCUREMENT THREE (3) UNITS OF AIR-CONDITIONING UNIT, AS SPECIFIED UNDER PURCHASE REQUEST NO. 640-07-2023, FOR PAO-QUEZON CITY DISTRICT OFFICE, IN ACCORDANCE WITH SECTION 53.9 RULE XVI IN CONNECTION WITH ANNEX "H," NO. IV, SUBSECTION (J) OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184**

APPROVED this 31st day of August 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

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

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

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, 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 Official Business)
MR. ANDRIAN H. MARASIGAN
Member, PBAC Secretariat
Administrative Officer II
Supply Section, Administrative Service



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Trans. No. 2023-08-106

August 24, 2023

ATTY. JAN STEVEN S. DUNUAN
Chairperson – PAO-Bids and Awards Committee
~~Regional Public Attorney~~
PAO-NCR

Sir:

Attached herewith is the approved Purchase Request of **PAO-NCR (Quezon City D.O.)**,
to wit:

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	640-07-2023	Air conditioning Unit <ul style="list-style-type: none">• 2 HP• Split-type• Wall mounted• Inverter• Fast-cooling• Quiet operation• With installation	3	units		

TOTAL 149,997.00

Prepared by:

DENVER CHRISTIAN P. LACANILAO
Administrative Aide IV

Certified Correct by:

CARMELA L. FLORENDO
OIC-Supply Section

Noted by:

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



Fund Cluster

PUBLIC ATTORNEY'S OFFICE
SUPPLY SECTION
JUL 27 2023
REC'D BY: [Signature] TIME: 2:09

PUBLIC ATTORNEY'S OFFICE
FPMS
RECEIVED
JUL 28 2023
REC'D BY: _____ TIME: _____

PUBLIC ATTORNEY'S OFFICE
EXECUTIVE SERVICE
RECEIVED
AUG 03 2023
REC'D BY: TIME

PUBLIC ATTORNEY'S OFFICE
NCR - R.O.
JUL 27 2023
READ BY: ga TIME: 1:40

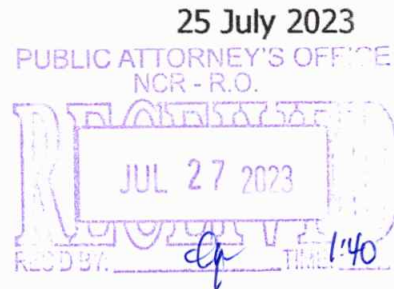
RECEIVED
JUL 03 2003
FEDERAL BUREAU OF INVESTIGATION
U.S. DEPARTMENT OF JUSTICE

REC'D BY TIME
JUL 03 2003
FBI
FEDERAL BUREAU OF INVESTIGATION
U.S. DEPARTMENT OF JUSTICE



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ATTY. JAN STEVEN S. DUNUAN
Regional Public Attorney
PAO-NCR



RE: Request for Small Value Procurement of
(SPLIT-TYPE WALL MOUNTED AIRCON 2.0HP with Installation)
for PAO-(Quezon City District Office)

ATTY. BUAN:

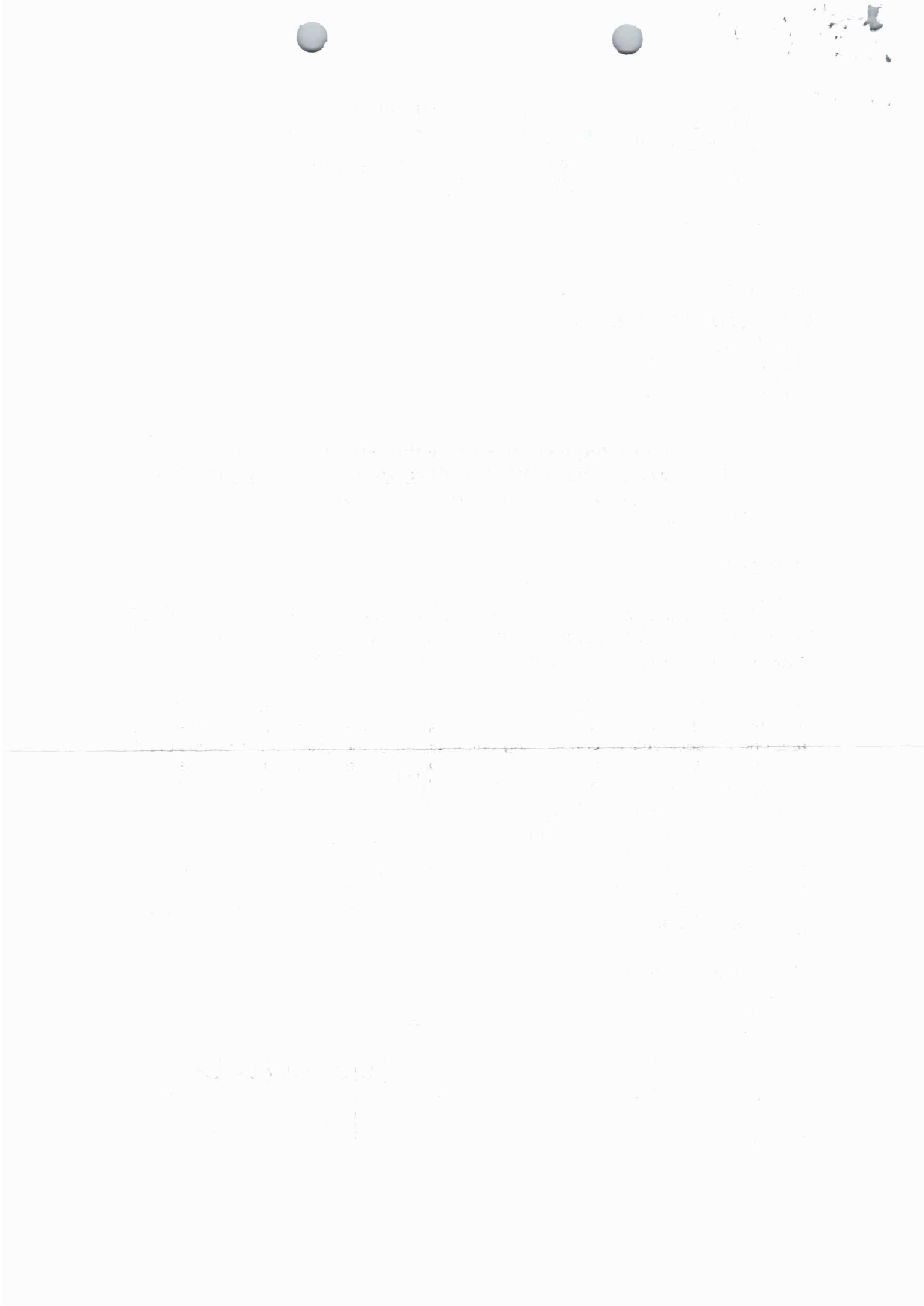
In compliance with the Implementing Rules and Regulations of Republic Act No. 9184, the Public Attorney's Office through the undersigned respectfully requests for the small value procurement of the following item detailed as follows:

Item No.	DESCRIPTION	QTY.	ABC TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1.	SPLIT-TYPE WALL MOUNTED AIRCON 2.0HP(with Installation)	3	49,999.00		149,997.00
Grand Total					149,997.00

For your consideration.

Respectfully yours,

ATTY. NAZARIO C. BANCORO JR.
Public Attorney IV
Officer-in-Charge-Quezon City D. O.





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Kagawaran ng Katarungan

DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City

Bids and Awards Committee

TERMS OF REFERENCE (TOR)

**AIR CONDITIONING UNIT FOR THE USE OF THE
PAO QUEZON CITY DISTRICT OFFICE FOR FY 2023
(PURCHASE REQUEST NO. 640-07-2023)**

(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 **ONE HUNDRED FORTY-NINE THOUSAND NINE HUNDRED NINETY-SEVEN PESOS (Php 149,997.00)**, 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	Air-conditioning Unit <ul style="list-style-type: none">- 2.0 HP- Split- Type- Wall Mounted- Inverter- Fast-cooling- Quiet operation- with installation- 1 year warranty	units	3	One Time	15 calendar days

August 23, 2023

TECHNICAL WORKING GROUP:

Head:

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