



PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 14 DECEMBER 2023 RE: **DELEGATION OF AUTHORITY TO CONDUCT NEGOTIATED PROCUREMENT FOR LEASE OF REAL PROPERTY AND VENUE FOR THE OFFICE SPACE OF PAO MIMAROPA REGION, PINAMALAYAN, OCCIDENTAL MINDORO DISTRICT OFFICE FOR C.Y. 2024, UNDER PURCHASE REQUEST NO. 986-12-2023**, TRANSMITTED TO PBAC ON 12 DECEMBER 2023, HELD AT THE PAO CENTRAL OFFICE, VIA ZOOM VIDEO CALL MEETING

RESOLUTION

RECOMMENDING THE DELEGATION OF THE AUTHORITY TO CONDUCT THE NEGOTIATED PROCUREMENT OF LEASE OF OFFICE SPACE FOR PAO-MIMAROPA REGION, PINAMALAYAN OCCIDENTAL MINDORO DISTRICT OFFICE FOR C.Y. 2024, UNDER PURCHASE REQUEST NO. 986-12-2023, TO ITS CONCERNING REGIONAL PUBLIC ATTORNEY'S OFFICE IN COORDINATION WITH THE DISTRICT OFFICE END-USER UNIT, PURSUANT TO ANNEX "H," NO. IV, SUBSECTION (J) IN RELATION TO ANNEX "H". NO. V, SUBSECTION (D) 9 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, PAO-Pinamalayan District Office sent a letter dated 23 November 2023 addressed to the Chief Public Attorney through its Regional Public Attorney for the MIMAROPA Region, requesting for lease of office space for its aforementioned District Office for C.Y. 2024;

WHEREAS, there is an approved budget for the contract of the subject procurement with a total amount of Two Hundred Thirty Nine Thousand and Four Hundred Pesos (Php 239,400.00)¹

WHEREAS, in order to ensure the unhampered service of said District Office and to streamline its request for lease of its office space, BAC member Atty. Ronald Macorol recommends to the Head of Procuring entity the delegation of authority to conduct the negotiated procurement to its concerning Regional Public Attorney in coordination with the District Office End-User, in accordance with Annex "H" No. IV Subsection (J) in relation to Annex "H" No. V Subsection (D) 9 of the IRR of RA 9184, duly seconded by BAC Member Dir. Marilyn Boongaling with the other BAC members;

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

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

present, **hereby resolve to RECOMMEND THE DELEGATION OF THE AUTHORITY TO CONDUCT THE NEGOTIATED PROCUREMENT OF LEASE OF OFFICE SPACE FOR PAO-MIMAROPA REGION, PINAMALAYAN OCCIDENTAL MINDORO DISTRICT OFFICE FOR C.Y. 2024, UNDER PURCHASE REQUEST NO. 986-12-2023, TO ITS CONCERNING REGIONAL PUBLIC ATTORNEY** IN COORDINATION WITH THE DISTRICT OFFICE END-USER UNIT, PURSUANT TO ANNEX "H," NO. IV, SUBSECTION (J) IN RELATION TO ANNEX "H". NO. V, SUBSECTION (D) 9 OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184.

APPROVED this 14th day of December 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. JAN STEVEN S. DUNUAN
Chairperson, PBAC
Public Attorney V
Regional Public Attorney
PAO-Region III

ATTY. ALEM-EMAN CHISUM L. ABEYA
Public Attorney III
Member, PBAC
Executive Support Staff

ATTY. RONALD R. MACOROL
Public Attorney IV
Member, PBAC
Officer-In-Charge
Special Appealed Cases Unit

(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**

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

ANA LISA M. SORIANO
Deputy Chief Public Attorney

Acceded By: (The TWG)

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 MARCISO A. ILAGAN

Head, PBAC Secretariat
Public Attorney III
Executive Support Staff

(On Leave)

ENGR. ANGELA M. MARAMAG-PRADO

Member, PBAC Secretariat
Computer Programmer I
General Services Division
Administrative Service

(On Leave)

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. 2023-12-167

December 12, 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-MIMAROPA REGION**
(Pinamalayan Occ., Mindoro D.O.), to wit:

No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	986-12-2023	OFFICE RENTAL (2024) (1 year @ Php19,950.00 per month)	1	lot		

TOTAL 239,400.00

Prepared by:

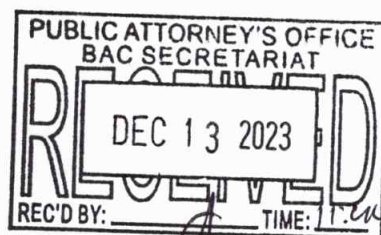
DENVER CHRISTIAN P. LACANILAO
Administrative Aide IV

Certified Correct by:

CARMELA L. FLORENDO
OIC-Supply Section

Noted by

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



13 1 10 11 20 00 0 0 0 0 0 0 0

Fund Cluster: 01

P239,400.00

PUBLIC ATTORNEY'S OFFICE
SUPPLY SECTION
RECEIVED
DEC 04 2023
REC'D BY: mxm TIME: 3:40



Republika ng Pilipinas
Tanggapan ng Manananggong Pambayan
Kagawaran ng Katarungan
(PUBLIC ATTORNEY'S OFFICE)
Pinamalayan, Oriental Mindoro District Office
A and G Building, Mambil St., Sto. Niño Subdivision
Brgy. Marfrancisco, Pinamalayan, Oriental Mindoro

ATTORNEY'S OFFICE
MIMAROPA REGION
NOV 28 2023
BAGONG PILIPINAS

November 23, 2023

DR. PERSIDA V. RUEDA-ACOSTA, DSD

Chief Public Attorney
Public Attorney's Office

Through: **ATTY. HOWARD B. AREZA**
Regional Public Attorney
MIMAROPA Region

Dear Dr. Acosta:

Peace be with you!

We would like to express again our gratitude for allowing the Pinamalayan, Oriental Mindoro District Office to rent our office space. The transfer to the new office invigorates us to work even harder as it is now more comfortable compared to when we were in the Hall of Justice. After almost four (4) years, the Contract of Lease is due for renewal on January 1, 2024.

Relative to this, may we respectfully request that we be allowed to renew the Contract of Lease for another year or longer, if allowable under the circumstances.


The renewal of the Contract is being sought as the Office's location is now familiar with our clients. Transferring to another location would create confusion among our clients as to the location of our office. Also, the Office is within the 300-meter radius from the Hall of Justice (Regional Trial Courts) and our former office which make the office accessible to clients and courts.

The terms and conditions of the new Contract of Lease would still be the same from the previous contract except as to rental which now has a 5% increase from the previous one. The rent is now P19,950.00 monthly; the water will be free as they have their own water system; and two (2) months security deposit to answer for damages to the space and unpaid bills at the end of the contract, if any.

We are hoping for the approval of this request.

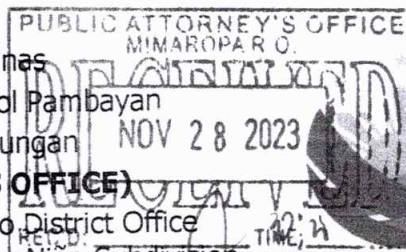
Thank you very much for your usual support.

Very respectfully yours,


MARIANE L. MAGBOO-MANTARING
OIC-Public Attorney III



Republika ng Pilipinas
Tanggapan ng Manananggol Pambayan
Kagawaran ng Katarungan
(PUBLIC ATTORNEY'S OFFICE)
Pinamalayan, Oriental Mindoro District Office
A and G Building, Mambil St., Sto. Niño Subdivision
Brgy. Marfrancisco, Pinamalayan, Oriental Mindoro



BAGONG PILIPINAS

CERTIFICATION (WITH COST-BENEFIT ANALYSIS)

The Pinamalayan Oriental Mindoro District Office is located at A and G Building, Mambil Street, Sto. Niño Subdivision, Barangay Marfrancisco, Pinamalayan, Oriental Mindoro. It meets the minimum requirements of the agency and it is more comfortable and presentable to both clients and personnel. The office can comfortably accommodate at least five (5) lawyers and two (2) staff and a good number of clients all at the same time. It is a breath of fresh air from a decade long congestion and cramped office condition of the District when it was still housed at the Hall of Justice.

The office has four (4) cubicles for four (4) lawyers, one (1) stock room which can also be used as an office or cubicle for a lawyer and it has ample space for at least two (2) staff. It has a waiting area for clients which can accommodate five (5) to seven (7) clients. The lawyer's cubicle can accommodate three (3) to five (5) clients. The office has a provision for storage area, comfort room and a modest pantry area.

The office has an area of 60 sq. meters with provision for car parking. It is within the radius of 300 meters from the Hall of Justice which houses the Regional Trial Court Branch 41 and Branch 42, the Provincial Prosecution Office and Parole and Probation Office.

The benefits of renting the office space outweighs the cost. The location of the office is the nearest to the Hall of Justice among all other spaces for rent. As the Office is not located in a commercial area, the rent is lower compared to other available office space for rent, which is farther from the Hall of Justice. The agency's rent of Nineteen thousand nine hundred fifty pesos (Php19,950.00) every month is worth the value of its budget. The Office is accessible to telephone and internet connection; it is located on the ground floor of the building making it more accessible to Persons with Disability (PWD), senior citizens and pregnant women clients. The Tricycle Operator's and Driver's Association (TODA) terminal is just 10 to 15 meters away from the office making it accessible to public transportation.

As the office has a bigger space compared to the previous office in the Hall of Justice, the lawyers and staff work more comfortably which translates to a better service to its clients, in particular and the public in general.

Issued this 23rd day of November, 2023 in Pinamalayan, Oriental Mindoro for whatever legal purpose it may serve.

MARIANE L. MAGBOO-MANTARING

OIC, Public Attorney III