



PAO BIDS AND AWARDS COMMITTEE (PBAC)

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 18 JULY 2023 **RE: RECOMMENDATION OF CANCELLATION OF PROCUREMENT OF 4,000 REAMS COPY PAPER A4 AS SPECIFIED UNDER PURCHASE REQUEST NO. 460-05-2023**, HELD AT THE PAO CENTRAL OFFICE VIA PBAC ZOOM MEETING

RESOLUTION

RECOMMENDING THE CANCELLATION OF THE PROCUREMENT, THROUGH SHOPPING UNDER SEC. 52.1b, OF 4,000 REAMS OF COPY PAPER (A4 210mm x 297mm, 80gsm), AS SPECIFIED IN PURCHASE REQUEST NO. 460-05-2023, FOR THE PUBLIC ATTORNEY'S OFFICE FOR FY 2023

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 procurement through Shopping under Sec. 52.1(b) of the Revised Implementing Rules and Regulations (IRR) of Republic Act No. (RA) 9184;

WHEREAS, there was an approved budget for the contract of the subject procurement with a total amount of Seven Hundred Eighty Thousand Pesos (Php 780,000.00)²;

WHEREAS, this committee previously resolved last 22 June 2023 to award the contract for the subject procurement to the lowest quotation received from supplier CP Par-Lay International Corp. (CP PARLAY);

WHEREAS, CP PARLAY sent a letter last 14 July 2023 informing this Office of its inability to supply the subject procurement due to it being out of stock from its suppliers;

WHEREAS, after consultation with the PAO-Supply Section and the Technical Working Group, it was confirmed that the supply for the subject procurement can be sourced from the expected availability of A4 papers from the Procurement Service of the Department and Budget and Management (PS-DBM) by the end of July 2023;

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 sourcing the subject procurement from PS-DBM may be more beneficial, timely, economical and transparent mode of procurement for this specific need of this Office;


WHEREAS, considering the foregoing, BAC Member Dir. Marilyn Boongaling moved to recommend the cancellation of the subject procurement and to commit its procurement instead to PS-DBM, duly seconded by BAC Member Atty. Ronald Macorol;


¹ PBAC Resolution dated 06 June 2023 Recommending Procurement through Shopping 52.1(b) of Purchase Request No. 460-05-2023


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

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 PROCUREMENT THROUGH SHOPPING OF 4,000 REAMS OF COPY PAPER (A4 210mm x 297mm, 80gsm), AS SPECIFIED IN PURCHASE REQUEST NO. 460-05-2023, AND TO COURSE ITS PROCUREMENT THROUGH PS-DBM AS SOON AS AVAILABLE THEREIN IN ACCORDANCE WITH APPLICABLE RULES AND REGULATIONS.**


APPROVED this 18th day of July 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 thru Zoom Video Conference.



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-Region III

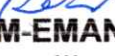

ATTY. RONALD JEROME P. NIEVES
Vice-Chairperson, PBAC
Public Attorney IV
Officer-In-Charge
Legal Research Service

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


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

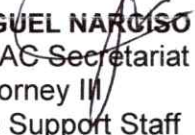
(On Official Business)
ATTY. RIGEL A. SALVADOR
Public Attorney IV
Member, PBAC
Officer-In-Charge
Field Operations and Statistics Service


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

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

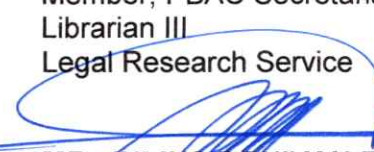

ANA LISA M. SORIANO
Deputy Chief Public Attorney


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

(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
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 06 JUNE 2023 RE: CONSIDERATION OF PURCHASE REQUEST FOR THE PROCUREMENT OF 4,000 REAMS COPY PAPER A4 AS SPECIFIED UNDER PURCHASE REQUEST NO. 460-05-2023, HELD AT THE PAO CENTRAL OFFICE VIA PBAC ZOOM MEETING

RESOLUTION

RECOMMENDING THE PROCUREMENT OF 4,000 REAMS OF COPY PAPER (A4 210mm x 297mm, 80gsm), AS SPECIFIED IN PURCHASE REQUEST NO. 460-05-2023 THROUGH SHOPPING UNDER SECTION 52.1b IN RELATION TO ANNEX "H," NO. V, SUBSECTION (C)1-b OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184 FOR THE USE OF THE PUBLIC ATTORNEY'S OFFICE – CENTRAL OFFICE SUPPLY SECTION

WHEREAS, the Public Attorney's Office (PAO) is committed to adhere to its mandate to represent, free of charge, indigents, and other persons qualified for legal assistance in all civil, criminal, labor, administrative and other quasi-judicial cases where, after due evaluation, it is determined that the interest of justice will be served thereby¹;

WHEREAS, the PAO Central Office Supply Section is in need of the supply for the aforementioned item to ensure unhampered performance of its duties and to prevent delays in its daily transactions,

WHEREAS, there is an approved budget for the contract of the subject procurement with a total amount of Seven Hundred Eighty Thousand Pesos (Php 780,000.00)²;

WHEREAS, considering that the procurement through the DBM-PS is not feasible in view of the unavailability of their supplies, there is thus a need for the immediate purchase of the aforementioned item;

WHEREAS, since the pursuit of a competitive bidding will result in the award of the contract relative to the purchase of the mentioned items, only after the lapse of one hundred twenty (120) days from the start of the procurement process, and which period, may not be responsive to the immediate need of the Office;

WHEREAS, considering the aforementioned facts, BAC Member Dir. Marilyn Boongaling moved for the procurement of subject items through Shopping under Section 52.1b in relation to annex "H" No. V Subsection (C)1-b of the IRR of RA 9184, and the said motion was 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), and all members here present, including The Secretariat, **HEREBY RESOLVE TO RECOMMEND THE PROCUREMENT OF 4,000 REAMS OF COPY PAPER (A4 210mm x 297mm, 80gsm), AS SPECIFIED IN PURCHASE REQUEST NO. 460-05-2023 THROUGH SHOPPING UNDER SECTION 52.1b IN RELATION TO ANNEX "H," NO. V,**

¹ Article 1, Chapter II, the 2016 Revised PAO Operations Manual

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

SUBSECTION (C)1-b OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. (RA) 9184 FOR THE USE OF THE PUBLIC ATTORNEY'S OFFICE – CENTRAL OFFICE SUPPLY SECTION

APPROVED this 6th 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 thru Zoom Video Conference.

ON OFFICIAL BUSINESS

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

ATTY. RONALD JEROME P. NIEVES

Vice-Chairperson, PBAC
Public Attorney IV
Officer-In-Charge
Legal Research Service

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
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Field Operations and Statistics Service

DIR. MARILYN S. BOONGALING

Director II/ Officer-in-Charge
PAO-Administrative Service

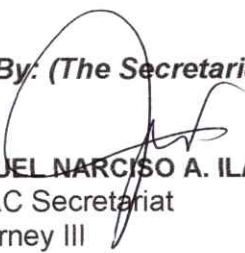
Approved:

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

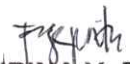
SILVESTRE A. MOSING

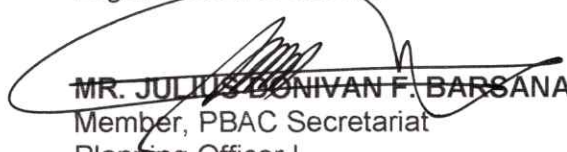
Deputy Chief Public Attorney

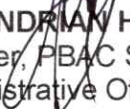
Prepared By: (The Secretariat)


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Supply Section, Administrative Service



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Trans. No. 2023-06-075

June 5, 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-Central Office (Supply Section, for distribution)** to wit:


No.	PR No.	Item Description	Quantity	Unit	Unit Price	Total Amount
1	460-05-2023	Copy paper (A4) (size: 210mmx297mm, 80gsm)	4000	reams		

TOTAL: 780,000.00


Prepared by:


DENVER CHRISTIAN P. LACANILAO
Administrative Aide IV

Certified Correct by:


CARMELA L. FLORENDO
OIC-Supply Section

Noted by:


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


Engr. Angela M. Bernal
6/6/23 3:49

✓

Fund Cluster: 01

PUBLIC ATTORNEY'S OFFICE
EXECUTIVE SERVICE
RECEIVED
MAY 29 2023
REC'D BY: [Signature] TIME: 9:00



Bids and Awards Committee

TERMS OF REFERENCE (TOR)

PROCUREMENT OF COPY PAPER (A4, 210 mm x 297mm, 80gsm) (PURCHASE REQUEST NO. 460-05-2023)

(Through Public Bidding 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 **SEVEN HUNDRED EIGHTY THOUSAND PESOS (Php 780,000.00)**, inclusive of all taxes applicable and bank and government charges payable.


2. Specifications:

COPY PAPER, A4 (210mm X 297mm, 80gsm) 4000 reams		
APPROVED BUDGET FOR THE CONTRACT (Php 780,000.00)		
Delivery: Within Fifteen (15) calendar days from the issuance of Notice to Proceed		
Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.		
No. Of pcs.	PRODUCT	DELIVERY SCHEDULE (After issuance of Notice to Proceed)
4,000 reams	COPY PAPER, A4 SIZE <ul style="list-style-type: none">210mm X 297mm80 gsm	15 calendar days

June 1, 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