



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**

**Tanggapan ng Manananggol Pambayan**  
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**PAO BIDS AND AWARDS COMMITTEE (PBAC)**

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE PAO BIDS AND AWARDS COMMITTEE (PBAC) DATED 06 JULY 2018 RE: IMMEDIATE PROCUREMENT OF SERVICE ELEVATOR MAINTENANCE FOR TWO (2) OTIS ELEVATOR UNITS AT PAO-CENTRAL OFFICE.

**RESOLUTION**

**RECOMMENDING THE PROCUREMENT THROUGH DIRECT CONTRACTING OF MAINTENANCE SERVICES FOR TWO (2) UNITS OTIS ELEVATOR LOCATED AT DOJ AGENCIES BUILDING USED BY THE EMPLOYEES AND CLIENTS OF PAO-CENTRAL OFFICE, UNDER SECTION 50(b) IN RELATION TO ANNEX "H," NO. V, SUBSECTION (A)1-b 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 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 thereby<sup>1</sup>;

**WHEREAS**, the PAO-Central Office located at the 4<sup>th</sup> and 5<sup>th</sup> Floor of the DOJ Agencies Building installed two (2) units of OTIS elevator thru Alstra Concepcion-Otis Philippines, Inc. (COPi) for the use PAO employees and its clientele: the elderly, conceiving, the physically challenged; the delivery persons; and the general public who utilize the same;

**WHEREAS**, considering the expiration<sup>2</sup> last 25 January 2018 of the twelve months (12) New Installation Service Period for the installed PE1 unit OTIS elevator and the upcoming expiration of PE2 OTIS elevator unit on 25 September 2018, the need for immediate service maintenance of the two (2) OTIS elevator units is essential;

**WHEREAS**, in view of the importance of providing a safe and fully functional elevators for the mobility the PAO employees and its clientele, and as time is likewise of the essence in responding to the legal needs and other transactional needs of the enumerated persons, the service maintenance of the two (2) OTIS elevator units is necessary in order not to hamper and endanger the continuous service delivery of the Office;

<sup>1</sup> Article 1, Chapter II, the 2016 Revised PAO Operations Manual

<sup>2</sup> Service Proposal letter from Alstra COPi dated 10 May 2018

**WHEREAS**, since the maintenance services of the two (2) OTIS elevators is exclusively provided<sup>3</sup> by Alstra COPi, the corresponding maintenance is best vested in the said entity,

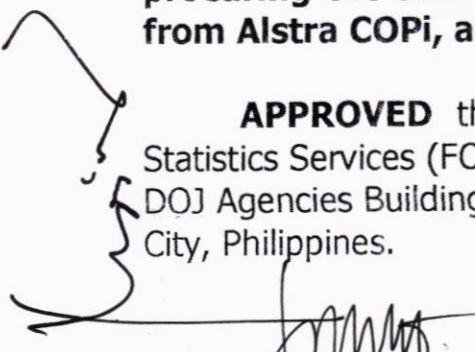
**WHEREAS**, the PBAC compared and discussed the service proposal options of Alstra COPi wherein it was deliberated and agreed that Option 2<sup>4</sup> provides for the better arrangement for the aforementioned service maintenance for the agreed duration of July to Decemebr 2018 for PE1 and October to December 2018 for PE2;

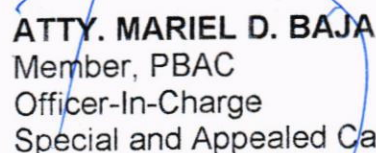
**WHEREAS**, there is an approved budget for the contract maintenance of the two (2) OTIS elevator units with a the total amount Pesos: Fifty Thousand Six Hundred Twenty Five (P50,625.00)<sup>5</sup>

**WHEREAS**, ultimately considering that the needed maintenance services for two (2) OTIS elevator units are exclusively distributed by Alstra COPi, the practicality and necessity in procuring the same in accordance with Section 50(b) in relation to ANNEX "H," NO. V, SUBSECTION (A)1-c, is thus in order.

**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 to the Head of Procuring Entity the pursuance of a DIRECT CONTRACING UNDER SECTION 50(b) 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 procuring the service maintenance of the two (2) OTIS elevator units from Alstra COPi, as above-described.**

**APPROVED** this 6<sup>th</sup> day of July 2018 at the Field Operations and Statistics Services (FOSS), Public Attorney's Office (PAO) Central Office, 4<sup>th</sup> Floor DOJ Agencies Building, NIA Road corner East Avenue, Diliman, (1104) Quezon City, Philippines.

  
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<sup>3</sup> Certificate For Distribution and Service of Otis Elevator Company

<sup>4</sup> See, footnote 2.

<sup>5</sup> Approved Budget for the Contract from the Financial Planning and Management Service