



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF CONSULAR AFFAIRS
BIDS AND AWARDS COMMITTEE
(OCA-BAC)

BAC Resolution No. (OCA) 118-21

RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT THROUGH NEGOTIATED PROCUREMENT UNDER SECTION 52.1(b) (SHOPPING) AS ALTERNATIVE METHOD OF PROCUREMENT OF ICT SUPPLIES, OFFICE SUPPLIES, MEDICAL SUPPLIES AND EQUIPMENT OF THE CONSULAR OFFICE MALOLOS (CO-MALOLOS) FOR ITS OFFICIAL USE

WHEREAS, the CO-Malolos intends to procure ICT supplies, office supplies, medical supplies and equipment for its official use;

WHEREAS, the procurement for the purchase of ICT supplies, office supplies, medical supplies and equipment, as listed under Purchase Request No. 2021-10-0003, by CO-Malolos, with an Approved Budget for the Contract (ABC) of Ninety-Nine Thousand Two Hundred Forty-Four Pesos and Seventy Centavos (PhP 99,244.70) only, chargeable against OCA's 2021 MOOE, is included in the Department's Annual Procurement Plan (APP) for FY 2021;

WHEREAS, Section 52.1(b) of the revised Implementing Rules and Regulations of Republic Act (RA) No. 9184 ("IRR," hereinafter), otherwise known as the "Government Procurement Reform Act of 2003", allows an agency to resort to Shopping as a method of procurement of goods whereby the procuring entity requests the submission of price quotations for readily available off-the-shelf goods or ordinary/regular equipment to be procured directly from suppliers of known qualification in the procurement of ordinary or regular office supplies and equipment not available in the Procurement Service involving an amount not exceeding one million pesos (PhP 1,000,000.00);

WHEREAS, Section 52.1(b) of the IRR applies to this procurement, as the Office of Assets Management and Support Services (OAMSS) certified that the items being procured by CO-Malolos are not included in the Procurement Service price list;

WHEREAS, Annex H(IV)(J) of the IRR allows the conduct of Shopping and Negotiated Procurement under Emergency Cases, Small Value Procurement and Lease of Real Property and Venue to be delegated to the end-user unit or any other appropriate bureau, committee, or support unit duly authorized by the BAC;

WHEREAS, pursuant to Item No. (V)(C)(2)(b)(iii), Annex H of the IRR, a Request for Quotation (RFQ) was posted in the Philippine Government Electronic Procurement System (PhilGEPS) website for three (3) consecutive days, starting from 23 to 26 October 2021;

WHEREAS, in compliance with Item No. (V)(C)(2)(b)(iv), Annex H of the IRR, separate Requests for Quotation (RFQ) were also sent to at least three (3) potential suppliers;

WHEREAS, in response to the solicitation of offers, quotations were received from: Pandayan Bookshop, Inc. (PhP 73,103.24); failed; bidder is within the ABC but is not compliant with the technical specifications, Office Warehouse, Inc. (PhP 63,159.50); failed; bidder is within the ABC but is not compliant with the technical specifications, and **DLBB Papel Lapis Atbp**, which submitted the most responsive quotation in the amount of *Ninety-Three Thousand Seven Hundred Seventy-Seven Pesos and Twenty-Five Centavos* (PhP 93,777.25) only;

NOW, THEREFORE, we, the members of the Bids and Awards Committee of the Department, RESOLVE to RECOMMEND to the Head of the Procuring Entity (HOPE) resort to Shopping as the alternative method of procurement of ICT supplies, office supplies, medical supplies, and equipment from **DLBB Papel Lapis Atbp**, subject to the above-mentioned requirements and provided that existing auditing rules and regulations shall be strictly observed by the end-user.

ADOPTED, this 9th day of December 2021, Pasay City.



SENEN T. MANGALILE
OCA-BAC Chairperson



CHRISTIAN L. DE JESUS
OCA-BAC Vice-Chairperson



JABBAR M. ADIONG
OCA-BAC Member



MARIE CRIS P. CHIENG
OCA- BAC Member



MARIA THERESA T. ALMIRANTE
Representative of the End-User

Approved:

By the Authority of the Secretary of Foreign Affairs:



SARAH LOU Y. ARRIOLA
Undersecretary for Migrant Workers Affairs
and Head of the Procuring Entity



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

NOTICE OF AWARD

09 December 2021

Sir/Madam:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Department of Foreign Affairs as contained in Resolution No. (NTC) 118 – 21, the Department is awarding the contract on the procurement of ICT supplies, office supplies, medical supplies and equipment to your firm, ***DLBB Papel Lapis Atbp***, with a total cost of *Ninety-Three Thousand Seven Hundred Seventy-Seven Pesos and Twenty-Five Centavos* (PhP 93,777.25) only, including taxes and other lawful charges, subject to the signing of the Contract.

Very truly yours,


SARAH LOU Y. ARRIOLA

Undersecretary for Migrant Workers Affairs
and Head of the Procuring Entity

DLBB Papel Lapis Atbp
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Malolos City, Bulacan
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