



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

**BIDS AND AWARDS COMMITTEE**

**BAC Resolution No. NTC 32- 21**

**RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT THROUGH NEGOTIATED PROCUREMENT UNDER SECTION 52 (SHOPPING) FOR THE PROCUREMENT OF VARIOUS OFFICE SUPPLIES**

**WHEREAS**, the Office of Asset Management and Support Services (OAMSS) intends to procure the supply and delivery of various office supplies (multi-copy papers and adhesive tapes) for its official use;

**WHEREAS**, the procurement of various office supplies by the OAMSS, with an Approved Budget for the Contract (ABC) in the amount *Two Hundred Ten Thousand Pesos* (PhP 210,000.00) only, is included in the Department's Annual Procurement Plan (APP) for CY 2020;

**WHEREAS**, Section 52.1 (b) of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, 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 simply 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 wherein the procurement of ordinary or regular office supplies and equipment not available in the Procurement Service does not exceed the threshold amount of One Million Pesos (PhP 1,000,000.00) as prescribed in Annex "H" thereof;

**WHEREAS**, Annex H(IV)(J) of the 2016 revised 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**, Section 52.1 (b) of the aforementioned law applies in this case as the Office of Assets Management and Support Services (OAMSS) certified that the items being procured by the OAMSS are not included in the Procurement Service price list;

**WHEREAS**, pursuant to Item No. (V)(D)(8)(b)(iii) of Annex "H" of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, a Request for Quotation (RFQ) was posted in the Philippine Government Electronic Procurement System (PhilGEPS) website for three working (3) days, starting on 21 April 2021 to 26 April 2021;

**WHEREAS**, the OAMSS submitted to the Bids and Awards Committee (BAC) quotations from six (6) different companies, namely: the *Guiland Construction and Trading* (PhP 200,875.00), the *RFIS Trading* (PhP 178,450.00), the *Silent Worker*

*Marketing* (Php 195, 270.00), *Advance Paper* (Php 140,000.00; failed, insufficient, quotation incomplete), *Clockwerk Stationary Trading* (Php 191,950.00; failed, insufficient, informal request for quotation, did not pass any company letterhead quote) and the *Fuzionic Marketing*, which submitted the lowest calculated and responsive quotation in the amount of *One Hundred Seventy-Seven Thousand Three Hundred Seventy-Five Pesos* (PhP 177, 375.00) only;

**NOW, THEREFORE**, we, the members of the Bids and Awards Committee of the Department, **RESOLVE** to **RECOMMEND** to the Undersecretary and Head of the Procuring Entity (HOPE) to resort to Shopping [Section 52.1 (b)] as the alternative method of procurement for various office supplies from the ***Fuzionic Marketing***, subject to the above-mentioned requirements and provided that existing auditing rules and regulations shall be strictly observed by the end-user.

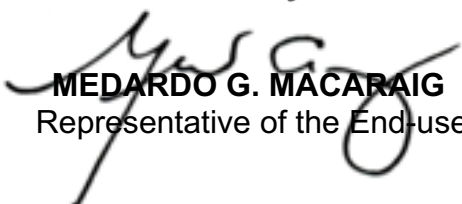
**ADOPTED**, this 9<sup>th</sup> day of June 2021, Pasay City.

  
**NARCISO T. CASTAÑEDA**  
BAC Chairperson

  
**KRISTINE MARGRET M. MALANG**  
BAC Vice-Chairperson


  
**SUSAN PHOEBE R. SABADO**  
BAC Member

  
**JERICSON H. ARCEO**  
BAC Provisional Member

  
**MEDARDO G. MACARAIG**  
Representative of the End-user

Approved:

By the Authority of the Secretary of Foreign Affairs:

  
**ERNESTO C. ABELLA**  
Undersecretary and  
Head of the Procuring Entity