



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

**BIDS AND AWARDS COMMITTEE**  
**BAC Resolution No. HO-220-23**

**RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT UNDER SECTION 52.1(b) (SHOPPING) FOR THE PROCUREMENT OF OFFICE SUPPLIES FOR THE OFFICIAL USE OF THE OFFICE OF FINANCIAL MANAGEMENT SERVICES (OFMS)**

**WHEREAS**, the Office of Financial Management Services (“OFMS”) intends to procure office supplies for its official use;

**WHEREAS**, the procurement of office supplies for the official use of the Office of Financial Management Services (OFMS), as listed under Purchase Request No. 06-02723, with an Approved Budget for the Contract (“ABC”) of *Five Hundred Seventy-Four Thousand Twenty-Six Pesos and Forty Centavos* (PhP 574,026.40) only, chargeable against OFMS’s FY 2023 MOOE under ICT Supplies Expenses, and Office Supplies Expenses, included in the Department’s Annual Procurement Plan (“APP”) for FY 2023, and chargeable against FY 2023 MOOE under Other Supplies and Materials, included in the Department’s Supplemental Annual Procurement Plan (“SAPP”) for FY 2023;

**WHEREAS**, Section 52.1(b) of the revised Implementing Rules and Regulations of Republic Act (“RA”) No. 9184 (“IRR”), 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 based on the Certificate of Non-Availability of Stocks (“CNAS”) from the PS-DBM website and as certified by the Office of Asset Management and Support Service – Property and Support Services Division (“OAMSS-PSSD”) that the items being procured by OFMS are not included in the Procurement Service price list;

**WHEREAS**, pursuant to Item No. (V)(C)(2)(b)(iii) of Annex “H” of the 2016 revised IRR of RA No. 9184, a Request for Quotation (“RFQ”) was posted on the Philippine Government Electronic Procurement System (“PhilGEPS”) website for at least three (3) calendar days, from 20 to 25 July 2023;

**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/contractors, namely: 999 Clique Enterprises, Zab Enterprises, Manuel Stationery, CKCO Enterprises, and Ban Bee Commercial Co., Inc.;

**WHEREAS**, in response to the solicitation of offers, quotations were received from: Zab Enterprises (PhP 772,167.50; Failed – Incomplete Quotation), Manuel

Stationery (PhP 540,078.50; Failed – Incomplete Quotation), and **999 Clique Enterprises**, which submitted the lowest calculated and responsive quotation in the amount of *Five Hundred Seventy-Two Thousand Seven Hundred Forty-Five Pesos* (PhP 572,745.00) 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 Section 52.1(b) (Shopping) as the alternative method of procurement for the procurement of office supplies for the official use of the Office of Financial Management Services (OFMS) to **999 Clique Enterprises**, subject to the abovementioned requirements, and provided that existing auditing rules and regulations shall be strictly observed by the end-user.


**ADOPTED**, this 20<sup>th</sup> day of October 2023, Pasay City.

  
**SULPICIO M. CONFIADO**  
BAC Chairperson

  
**ANTHONY S. AGUIRRE**  
BAC Vice Chairperson

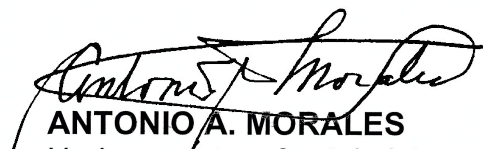
  
**ANNA MARIE MAE R. GUERRA**  
BAC Member

  
**MARC THEODORE P. BENIGNO**  
BAC Member

  
**DOMINGO P. NOLASCO**  
Representative of the End-user

Approved:

By the Authority of the Secretary for Foreign Affairs:

  
**ANTONIO A. MORALES**  
Undersecretary for Administration  
and Head of the Procuring Entity



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

NOTICE OF AWARD

20 October 2023

Sir/Madam:

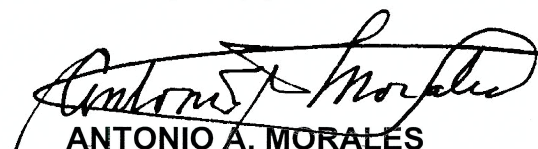
Please be informed that, upon the recommendation of the Bids and Awards Committee (“BAC”) of the Department of Foreign Affairs (“DFA”) as contained in its Resclution No. **HO-220-23**, the Department is awarding the contract on the following project/procurement to your firm, **999 Clique Enterprises**:

Project Title	End-User Unit
<b>PROCUREMENT OF OFFICE SUPPLIES FOR THE OFFICIAL USE OF THE OFFICE OF FINANCIAL MANAGEMENT SERVICES (OFMS)</b>	OFMS

The contract has a total cost of *Five Hundred Seventy-Two Thousand Seven Hundred Forty-Five Pesos* (PhP 572,745.00) only, including taxes and other lawful charges.

This award and the implementation of the project/procurement are subject to the signing of a contract and compliance with all applicable accounting and auditing rules and regulations.

Very truly yours,

  
**ANTONIO A. MORALES**  
Undersecretary for Administration  
and Head of the Procuring Entity

**999 Clique Enterprises**  
10 Bautista St.,  
Panghulo, Malabon City

2330 Roxas Blvd., Pasay City, 1300 Philippines  
Tel. No. 834 - 4000  
[www.dfa.gov.ph](http://www.dfa.gov.ph)