

**PHILIPPINE GUARANTEE CORPORATION
BIDS AND AWARDS COMMITTEE**

B A C R E S O L U T I O N N O . 2 0 2 0 - 0 7 2

WHEREAS, the Facilities and General Services Department (FGSD) requested the Bids and Awards Committee (BAC) for the procurement of various office supplies requirement for the 4th quarter with an Approved Budget for the Contract (ABC) of **Pesos: One Hundred Thirteen Thousand Seven Hundred Seventy-Seven and 60/100 Pesos Only (Php113,777.60)**, inclusive of all applicable taxes;

WHEREAS, CFA:174-11020 in the amount of **One Hundred Thirteen Thousand Seven Hundred Seventy-Seven and 60/100 Pesos Only (Php113,777.60)** was issued by the Budget and Management Department for this purpose;

WHEREAS, the requested procurement is under the approved Philippine Guarantee Corporation Annual Procurement Plan (APP) for FY 2020-Updated, viz:

Procurement Program/Project	Mode of Procurement	Estimated Budget (MOOE)
Common Office Supplies and Office Equipment	NP-53.5 – Agency-to-Agency	Php1,272,450.49

WHEREAS, the items to be procured is not available in the DBM-Procurement Services;

WHEREAS, procurement of ordinary or regular office supplies and equipment not available in the Procurement Service involving an amount not exceeding the thresholds of PhP1,000,000.00 as prescribed in Annex "H" of this IRR is allowed under Section 52.1.b of the 2016 Revised IRR of RA No. 9184.

WHEREAS, Section V.C.2.b.iii and iv of Annex H of the 2016 Revised IRR of RA No. 9184 provides that:

- iii. Except for those with ABCs equal to Fifty Thousand Pesos (₱50,000.00) and below, RFQs shall be posted for a period of at least three (3) calendar days in the PhilGEPS website, website of the Procuring Entity, if available, and at any conspicuous place reserved for this purpose in the premises of the Procuring Entity.
- iv. The BAC shall send the RFQs to at least three (3) suppliers of known qualifications, and at least three (3) price quotations must be obtained. This, notwithstanding, those who responded through any of the required postings shall be allowed to participate.

WHEREAS, the Request for Quotation was posted in PhilGEPS and PhilGuarantee websites and was sent to the following suppliers on November 27, 2020:

1. Ban Bee Commercial Co., Inc.;
2. BOC's Trading;
3. ZAB Enterprises; and
4. Hermacus Corporation

WHEREAS, the following suppliers submitted quotations before the deadline on December 2, 2020; 2:00 p.m:

1. Ban Bee Commercial Co. Inc. received December 02, 2020 at 09:01 A.M.;
2. Hamco Stationery Corporation received December 01, 2020 at 02:40 P.M.; and
3. ZAB Enterprises Inc. received December 1, 2020 at 01:10 P.M

WHEREAS, the FGSD, determined that the quotation of **Hamco Stationery Corporation** in the amount of **Pesos: Eighty Three Thousand Eight Hundred Thirty and 80/100 (Php83,830.80)**, inclusive of applicable taxes to be the Lowest Calculated and Responsive Quotation to the requirements of Corporation (copy of the Memorandum dated December 9, 2020 is attached as Annex "A") and recommended to the BAC its award;

NOW THEREFORE, in consideration of the recommendation of the Facilities and General Services Department, the Bids and Awards Committee resolved to recommend the approval by the Head of the Procuring Entity of the following:

- a. The use of Shopping for the procurement of various office supplies requirement for the 4th quarter with an Approved Budget for the Contract (ABC) of **Pesos: One Hundred Thirteen Thousand Seven Hundred Seventy-Seven and 60/100 Pesos Only (Php113,777.60)**, inclusive of all applicable taxes; and
- b. The award of contract to **Hamco Stationery Corporation** for the procurement of various office supplies requirement for the 4th quarter in the amount of **Pesos: Eighty Three Thousand Eight Hundred Thirty and 80/100 (Php83,830.80)**, inclusive of applicable taxes.

Makati City, December 11, 2020.

BIDS AND AWARDS COMMITTEE



JIMMY B. SARONA
Chairperson



IAN A. BRIONES
Vice Chairperson



MELINDA M. ADRIANO
Member



RAFAEL P. DELOS SANTOS
Member



ARSENIO C. DE GUZMAN
Member

MARVYN ANTHONY C. GALANG
Provisional Member (Technical)

ROSEMARIE N. PRINCIPE
Provisional Member (End-User)

Approved by:



Digitally
Signed by:
Pascual,
Alberto E.

ALBERTO E. PASCUAL
Head of the Procuring Entity