



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

**BAC Resolution Declaring Lowest Calculated and Responsive Bid,
and Recommending Award of Contract for the
"Supply and Delivery of Office and Janitorial Supplies"**

RESOLUTION No. 2023-09-027

WHEREAS, the Department of Budget and Management ROVIII-BAC issued Request for Quotation (RFQ) to four (4) bonafide local suppliers namely: **NEW FIVE STAR TRADING, CHAPTER 2, TAP COMMERCIAL,** and **LEYTE MIGHTY MINDS** for the "Supply and Delivery of Office and Janitorial Supplies" thru **Shopping 52.1(b)** with a total **Approved Budget for the Contract (ABC)** of **₱58,372.00**;

WHEREAS, the RFQs were duly acknowledged and received by the above suppliers;

WHEREAS, in response to the said request, ALL have submitted their quotation within the deadline of bid submission except **LEYTE MIGHTY MINDS**;

WHEREAS, the quotations received were evaluated by the Committee on a "per item" basis;

WHEREAS, New Five Star Trading and Tap Commercial and Chapter 2 and Tap Commercial had the same quotation for items 16 and 121, respectively, hence, pursuant to Appendix 11 of the 2016 Revised IRR of RA 9184, the BAC agreed to apply the "draw lots" method of chance to break the tie, where New Five Star Trading and Chapter 2 were drawn;

WHEREAS, upon careful examination of the quoted/bid, **NEW FIVE STAR TRADING, CHAPTER 2,** and **TAP COMMERCIAL** were found to have offered the Lowest Calculated and Responsive Bid for Items 5 and 8, Items 6, 9, 10, 11, and 12; Items 1, 2, 3, 4, and 7, respectively, as indicated in the attached Abstract of Quotation;

NOW, THEREFORE, We, the members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED**:

- a.) To declare **NEW FIVE STAR TRADING (Items 1, 2, 3, 6, 10, 16, 25, and 26), CHAPTER 2 (Items 4, 5, 8, 9, 11, 12, 13, 17, 18, 19, 20, 21, 22, and 23),** and **TAP COMMERCIAL (7 and 24)** as the bidders with the Lowest Calculated and Responsive Bid for the "Supply and Delivery of Office and Janitorial Supplies" and Recommend award of contract to the said supplier with a total contract price of **₱3,142.00; ₱31,139.85; and ₱11,955.00,** respectively;
- b.) To specify in the **Notice of Award (NOA)** that processing of payment shall be subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the RFQ; and
- c.) To recommend for approval by the **REGIONAL DIRECTOR** of the **DEPARTMENT OF BUDGET AND MANAGEMENT ROVIII** the foregoing findings and recommendation.

RESOLVED, at the DBM-ROVIII Office, this 13th day of September 2023.


FLORITA M. LACDO-O
Chairperson


JUVY A. LOBEDICA
Vice-Chairperson



Limsiaco
LIBERACE N. LIMSIACO
Member

Albos

EMILIO M. ALBOS III
Member

(on study leave)
ABSAL N. ABAH
Member

[] APPROVED

[] DISAPPROVED

J. Que Hernandez

IMELDA C. LACERAS, CESO III
Head of Procuring Entity
Date 9/15/29



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

September 15, 2023

The Manager
TAP COMMERCIAL
Tacloban City

Dear **Sir/Madam:**

This is to notify you that your Bid for the **Supply and Delivery of Office and Janitorial Supplies** specifically **Items 7 and 24** for the contract Price of **Eleven Thousand Nine Hundred Fifty Five Pesos (P11,955.00)** Only is hereby accepted.

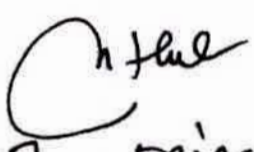
Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,


IMELDA C. LACERAS, CESO III
Regional Director

Conforme:


ETHEL ERINC
(Signature over Printed Name)
Manager / Authorized Representative
TAP COMMERCIAL
Date of Receipt: 9/18/23



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

September 15, 2023

The Manager
NEW FIVE STAR TRADING
Tacloban City

Dear **Sir/Madam:**

This is to notify you that your Bid for the **Supply and Delivery of Office and Janitorial Supplies** specifically **Items 1, 2, 3, 6, 10, 16, 25, and 26** for the contract Price of **Three Thousand One Hundred Forty Two Pesos (P3,142.00)** Only is hereby accepted.

Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,

Imelda C. Laceras 9/15/23
IMELDA C. LACERAS, CESO III
Regional Director

Conforme:

[Signature]

(Signature over Printed Name)
Manager / Authorized Representative
NEW FIVE STAR TRADING
Date of Receipt: 9-18-23



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

September 15, 2023

The Manager
CHAPTER 2
Tacloban City

Dear **Sir/Madam:**

This is to notify you that your Bid for the **Supply and Delivery of Office and Janitorial Supplies** specifically **Items 4, 5, 8, 9, 11, 12, 13, 17, 18, 19, 20, 21, 22, and 23** for the contract Price of **Thirty One Thousand One Hundred Thirty Nine Pesos and 85/100 (P31,139.85)** Only is hereby accepted.

Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,

f. Que: Anonimada 9/15/23
IMELDA C. LACERAS, CESO III
Regional Director

Conforme:



(Signature over Printed Name)
Manager / Authorized Representative
CHAPTER 2
Date of Receipt: 9-18-23



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

September 15, 2023

The Manager
TAP COMMERCIAL
Tacloban City

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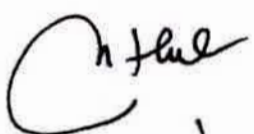
Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,


IMELDA C. LACERAS, CESO III
Regional Director

Conforme:


ETHEL ERINC

(Signature over Printed Name)
Manager / Authorized Representative
TAP COMMERCIAL
Date of Receipt: 9/18/23



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

September 15, 2023

The Manager
NEW FIVE STAR TRADING
Tacloban City

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This is to notify you that your Bid for the **Supply and Delivery of Office and Janitorial Supplies** specifically **Items 1, 2, 3, 6, 10, 16, 25, and 26** for the contract Price of **Three Thousand One Hundred Forty Two Pesos (P3,142.00)** Only is hereby accepted.

Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,

J. Imelda C. Laceras 9/15/23
IMELDA C. LACERAS, CESO III
Regional Director

Conforme:

[Signature]

(Signature over Printed Name)
Manager / Authorized Representative
NEW FIVE STAR TRADING
Date of Receipt: 9-18-23



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

September 15, 2023

The Manager
CHAPTER 2
Tacloban City

Dear **Sir/Madam:**

This is to notify you that your Bid for the **Supply and Delivery of Office and Janitorial Supplies** specifically **Items 4, 5, 8, 9, 11, 12, 13, 17, 18, 19, 20, 21, 22, and 23** for the contract Price of **Thirty One Thousand One Hundred Thirty Nine Pesos and 85/100 (P31,139.85)** Only is hereby accepted.

Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,

f. Que's Anthonnette 9/15/23
IMELDA C. LACERAS, CESO III
Regional Director

Conforme:

[Signature]

(Signature over Printed Name)
Manager / Authorized Representative
CHAPTER 2
Date of Receipt: 9-18-23

PURCHASE ORDER

**Department of Budget and Management
Regional Office VIII**

Villa Ruiz, Bgy 77, Marasbaras, Tacloban City
Tel. No. (053) 888-0548, & 832-1628

Supplier : TAP Commercial		P.O. No. : <u>2023-09-027</u>			
Address : Tacloban City		Date : September 15, 2023 ✓			
TIN :		Mode of Procurement : Shopping 52.1(b)			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : DBM RO VIII, Marasbaras, Tacloban City		Delivery Term :			
Date of Delivery : See note below.		Payment Term : LDDAP-ADA			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	piece	BROOM, Soft (Walis Tambo)	3	85.00	255.00
	bottle	INSECTICIDE, aerosol, water-based. 600 ml	26	450.00	11,700.00
		Delivery Period:			
		Fifteen (15) calendar days upon receipt of Notice of Award and Purchase Order.			
		TOTAL			11,955.00
<p>In Case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.</p> <p>We reserve the right to return the above items in case of defects and if found not in accordance with the agreed specifications.</p>					
Conforme:		<p>Very Truly yours, <i>[Signature]</i> IMELDA C. LACERAS, CESO III Regional Director</p>			
<p><i>[Signature]</i> ETHEL ERINE (Signature over printed name)</p>		<p><i>[Signature]</i></p>			
Date		a/18/23			
Fund Cluster : _____		ORS/BURS No. : _____			
Funds Available : _____		Date of the ORS/BURS: _____			
<p><i>[Signature]</i> MA. JOANNA C. LANTAJO Accountant</p>		Amount : _____			

PURCHASE ORDER

**Department of Budget and Management
Regional Office VIII**

Villa Ruiz, Bgy 77, Marasbaras, Tacloban City
Tel. No. (053) 888-0548, & 832-1628

Supplier : New Five Star Trading	P.O. No. : <u>2023-09-025</u>
Address : Tacloban City	Date : September 15, 2023
TIN :	Mode of Procurement : Shopping 52.1(b)

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : DBM RO VIII, Marasbaras, Tacloban City		Delivery Term :			
Date of Delivery : See note below.		Payment Term : LDDAP-ADA			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	piece	Ballpen, Black, Oil Base Gel Pen	30	5.00	150.00
	piece	Ballpen, Blue, Oil Base Gel Pen	30	5.00	150.00
	piece	Ballpen, Red, Oil Base Gel Pen	30	5.00	150.00
	piece	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	6	80.00	480.00
	roll	RAGS, all cotton, 1 kilo per bundle	1	130.00	130.00
	piece	Paper CLIP, vinyl/plastic coated, 33 mm	6	12.00	72.00
	bottle	DISHWASHING LIQUID, 250ml, antibacterial	20	95.00	1,900.00
	bottle	LIQUID BLEACH, multi-purpose use, anti-bacterial, unscented, 1 Liter	2	55.00	110.00
		Fifteen (15) calendar days upon receipt of Notice of Award and Purchase Order.			
		TOTAL			3,142.00

In Case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

We reserve the right to return the above items in case of defects and if found not in accordance with the agreed specifications.

Very Truly yours,

Imelda C. Laceras
IMELDA C. LACERAS, CESO III
Regional Director

Conforme:

(Signature)
(Signature over printed name)

Date 9-18-23

Fund Cluster : _____
Funds Available : _____

(Signature)
MA. JOANITA C. LANTAJO
Accountant

ORS/BURS No. : _____

Date of the ORS/BURS: _____




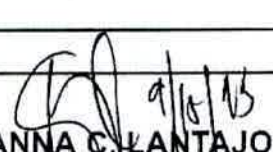
Amount : _____

PURCHASE ORDER

**Department of Budget and Management
Regional Office VIII**

Villa Ruiz, Bgy 77, Marasbaras, Tacloban City

Tel. No. (053) 888-0548, & 832-1628

Supplier : Chapter 2 Tacloban		P.O. No. : <u>2023-09-026</u>			
Address : Tacloban City		Date : September 15, 2023			
TIN :		Mode of Procurement : Shopping 52.1(b)			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : DBM RO VIII, Marasbaras, Tacloban City		Delivery Term :			
Date of Delivery : See note below.		Payment Term : LDDAP-ADA			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Piece	SIGN PEN, Black, liquid or gel ink, 0.5mm, needle tip	29	20.65	598.85
	P ece	SIGN PEN, Black, liquid or gel ink, 0.5mm, needle tip	40	20.65	826.00
	Piece	LIQUID HAND SOAP, 500ml	14	131.00	1,834.00
	bundle	MOPHEAD, made of rayon	3	110.00	330.00
	box	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	2	105.00	210.00
	piece	TAPE, transparent, 24mm	4	21.00	84.00
	piece	CALCULATOR, Compact, 12 digit, two-way power	5	506.00	2,530.00
	Piece	SCISSORS, symmetrical or assymmetrical, metal blades, atleast 6"	3	34.00	102.00
	piece	STAPLER, standard type, No. 35	5	120.00	600.00
	piece	STAPLE REMOVER, plier type, metal	5	60.00	300.00
	piece	TAPE DISPENSER, table top, Dual Core, heavy duty, w/ cutter	5	140.00	700.00
	piece	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	10	35.00	350.00
	ream	PAPER MULTICOPY A4, 500 sheets per ream, atleast 70 gsm	100	178.00	17,800.00
	ream	PAPER MULTICOPY LEGAL, 500 sheets per ream, atleast 70 gsm	25	195.00	4,875.00
		Delivery Period:			
		Fifteen (15) calendar days upon receipt of Notice of Award and Purchase Order.			
		TOTAL			31,139.85
<p>In Case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.</p> <p>We reserve the right to return the above items in case of defects and if found not in accordance with the agreed specifications.</p>					
Conforme:		<p>Very Truly yours,  IMELDA C. LACERAS, CESO III Regional Director</p>			
<p> (Signature over printed name)</p> <p>Date <u>9-15-23</u></p>		<p></p>			
Fund Cluster : _____		ORS/BURS No. : _____			
Funds Available : _____		Date of the ORS/BURS: _____			
<p> MA. JOANNA C. LANTAJO Accountant</p>		Amount : _____			