



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
REGION VIII

**BAC Resolution Declaring Single Calculated and Responsive Bid,  
and Recommending Award of Contract for the  
“Delivery of Clerical Services for the months of February to April 2025”**

**RESOLUTION No. 2025-01-003**

**WHEREAS**, the Department of Budget and Management ROVIII-BAC issued Request for Quotation (RFQ) to three (3) bonafide local suppliers namely: **VISION JANITORIAL AND ALLIED SERVICES INC.**, **HELPMATE SERVICES INC.**, and **SRD MANPOWER AND JANITORIAL SERVICES** for the “Delivery of Clerical Services for the months of February to April 2025” thru Negotiated-Small Value Procurement with a total Approved Budget for the Contract (ABC) of ₱78,823.00.

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

**WHEREAS**, in response to the said request, only **VISION JANITORIAL AND ALLIED SERVICES INC.** submitted its quotation within the deadline of bid submission; while **HELPMATE SERVICES INC.**, and **SRD MANPOWER AND JANITORIAL SERVICES** did not submit its quotation;

**WHEREAS**, the quotations received were evaluated by the Committee on a “per lot” basis;

**WHEREAS**, upon careful examination of the quoted/bid, **VISION JANITORIAL AND ALLIED SERVICES INC.** was found to have offered the Single Calculated and Responsive Bid, as indicated in the attached Abstract of Quotation;

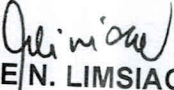
**NOW, THEREFORE**, We, the members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED**:

- a.) To declare **VISION JANITORIAL AND ALLIED SERVICES INC.** as the bidder with the Single Calculated and Responsive Bid for the “Delivery of Clerical Services for the months of February to April 2025” and Recommend award of contract to the said supplier with a total contract price of ₱ 78,067.69;
- 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 28<sup>th</sup> day of January 2025.

  
**FLORITA M. LACDO-O**  
Chairperson

  
**JUVY A. LOBEDICA**  
Vice-Chairperson

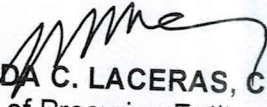
  
**LIBERACE N. LIMSIACO**  
Member

(On Official Business)  
**EMILIO M. ALBOS III**  
Member

  
**MYLENE G. DE VEYRA**  
Member

☒ APPROVED

☐ DISAPPROVED

  
**IMELDA C. LACERAS, CESO III**  
Head of Procuring Entity  
Date \_\_\_\_\_

1/30/25