



CSC-CO BIDS AND AWARDS COMMITTEE (BAC)

RECOMMENDING THE AWARD OF CONTRACT TO RYRAH MERCHANDISING (LOT 1) FOR THE SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND EQUIPMENT AS REQUESTED BY THE OFFICE FOR FINANCIAL AND ASSETS MANAGEMENT UNDER ABSTRACT OF QUOTATIONS NO. 2023-058 - SHOPPING (B)

BAC RESOLUTION No. 2023-058 (AMP)¹

WHEREAS, the Civil Service Commission – Office for Financial and Assets Management – General Services Division (CSC-OFAM-GSD) submitted Purchase Request (PR) numbered by the Procurement Management Division (PMD) as PR Nos. 2023-04-0492, 2023-04-0491, 2023-04-0520, 2023-04-0512 for the **Supply and Delivery of Various Office Supplies and Equipment** under mode of procurement **Negotiated Procurement - Shopping (B)** with an Approved Budget for the Contract (ABC), as follows:

- Lot 1 - **Thirty Three Thousand One Hundred Pesos (PhP33,100.00)**
(Items: Various Office Supplies like colored paper, calculator, ballpens and clip boards);
- Lot 2 - **One Hundred Thirty Six Thousand Pesos (PhP136,000.00)**
(Items: Printer and Ink/Toner Cartridges); and
- Lot 3 - **Eleven Thousand Five Hundred (PhP11,500.00)**
(Item: Water Dispenser).

WHEREAS, to support the procurement, OFAM GSD likewise submitted a copy of its 2023 approved Project Procurement Management Plan, indicating said items to be procured and a Certificate of Availability of Funds (CAF). The PRs, copies of the SPPMP, CAF and SAPP are herein attached and marked as **Annexes “A1-A4”, “B”, “C”, “D”, and “E”** respectively, and are made as integral parts hereof;

WHEREAS, the **Alternative Methods of Procurement - Shopping** of Annex “H” of the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (RA) No. 9184 or the Government Procurement Reform Act reads: *“Shopping is a method of procurement of Goods whereby the Procuring Entity simply requests for the submission of price quotations for readily available off-the-shelf goods or ordinary/regular equipment to be procured directly from suppliers of known qualifications;*

WHEREAS, as provided in Annex “H,” Shopping (b) refers to *“Procurement of ordinary or regular office supplies and equipment not available in DBM-PS xxx;”*

WHEREAS, the CSC Bids and Awards Committee (BAC), through the BAC Secretariat posted the Request for Quotation (RFQ) for the 3 lots at the Philippine Government Electronic Procurement System (PhilGEPS), CSC Website and conspicuous places within CSC premises starting 27 April 2023. The RFQ and proof of posting are attached and marked as **Annexes “F”, “G”, “H” and “I”** respectively, and are made as integral parts hereof;

WHEREAS, as further required under Annex “H” of the RIRR, the BAC through the BAC Secretariat likewise conducted canvass of prices by sending said RFQs to seventy-nine (79) prospective suppliers. The proof of invitation is attached, marked as **Annex “J”** and made as an integral part hereof;

WHEREAS, within the set deadline of 05 May 2023 at 03:00 P.M., four (4) quotations were received by the BAC Secretariat, but only for Lot 1 (*Various Office Supplies like colored paper, calculator, ballpens and clip boards*) under RFQ No. 2023-058 Shopping (B) to wit;

1. Ryrh Merchandising;
2. Twenty 8 Office Supplies Trading;
3. MCSA Marketing; and
4. Lambert Trading.

Procurement Lots 2 and 3 failed to muster 3 quotations as required by the procedure on Shopping (B) of Annex “H” of the 2016 RIRR of Republic Act No. 9184 or the Government Procurement Reform Act which reads: “*at least three (3) price quotations must be obtained*”; hence, this will be re-canvassed following the review of the specs and the approved Budget for the Contract by the End-user OFAM-GSD.

The 4 quotations received for Lot 1 are attached and marked as **Annexes “K1” to “K4”**, respectively, and are made as an integral part hereof;

WHEREAS, upon evaluation of bid/quotation, the CSC-BAC found that **Ryrh Merchandising** registered under PhilGEPS Registration No. **123887**, offered the lowest calculated and responsive bid for **Lot 1** amounting to **Twenty-Six Thousand One Hundred Fifty Pesos (PhP26,150.00)**. A copy of the Abstract of Quotation is hereto attached and marked as **Annex “L”** and made as an integral part hereof;

WHEREAS, on Alternative Methods of Procurement – Shopping of Annex “H” of the 2016 RIRR of Republic Act No. 9184 or the Government Procurement Reform Act reads: “*The BAC shall recommend to the HOPE the award of contract in favor of the supplier with the Lowest Calculated and Responsive Quotation*”:

NOW, THEREFORE, the Bids and Awards Committee, hereby **RESOLVES** to recommend to the Commission through Chairperson Karlo A. B. Nograles as the Head of the Procuring Entity for consideration and approval the award of contract to the **Ryrh Merchandising** as the Lowest Calculated and Responsive Bidder for the *Supply and Delivery of Various Office Supplies and Equipment (Lot 1- Various Office Supplies such as colored paper, calculator, ballpens and clip boards)* amounting to *Twenty-Six Thousand One Hundred Fifty Pesos (PhP26,150.00)* inclusive of all applicable taxes.

Quezon City, May 26, 2023

CSC-CO BIDS AND AWARDS COMMITTEE (BAC)



ARIEL G. RONQUILLO
BAC Chairperson

(03)

FERNANDO M. PORIO
BAC Vice-Chairperson



ARIEL V. VILLANUEVA
BAC Member for Legal Aspects



NOEL V. SALUMBIDES
BAC Member for Financial Aspect



ROLAN A. ALVINO
Office Provisional Member/ End-User Representative (OFAM)

Attested by:



SAM V. MANGLICMOT
BAC Secretariat Head

Approved ~~Disapproved~~



ATTY. KARLO A. B. NOGRALES
Chairperson
Head of the Procuring Entity (HoPE)