



**ROBAC Resolution Recommending Award through
Negotiated Procurement – Small Value Procurement**

EAST SECTOR ROBAC RESOLUTION NO. 2022-026 (GOODS)

WHEREAS, the National Housing Authority (NHA) through the East Sector Regional Office Bids and Awards Committee (ESROBAC) initiated the procurement activity through Request for Quotation Ref. No. PMMDO RFQ No. 2022-006: **Procurement of Thirty (30) Fuji Xerox Docu Centre SC2022 Toner Cartridges for Pasig/Marikina/Manggahan District Office** from suppliers pursuant to the Section 53.9: Negotiated Procurement – Small Value Procurement of 2016 Revised Implementing Rules and Regulations of Republic Act 9184;

WHEREAS, the above-cited project has an Approved Budget for the Contract (ABC) amounting to **One Hundred Thirty Thousand Seven Hundred Ninety-Nine and 99/100 Pesos (Php 130,799.99)**;

WHEREAS, in response to the said requests, **3** suppliers submitted to the East Sector ROBAC their signed Price Quotations Forms on/before the scheduled deadline of submission, 20 October 2022.

WHEREAS, **2** of the **3** signed price quotations submitted were found to be compliant with the eligibility, technical, and financial requirements, to wit;

No.	Bidder's Name	Bid/Quotation as Read (₱)	Var.in % of ABC
1.	DOÑA ALEJANDRA INCORPORATED	Php 84,000.00	(35.78)
2.	BEST CHOICE ENTERPRISES	Php 105,000.00	(19.72)

WHEREAS, arithmetical computations, as well as discrepancies between total bid prices and extended unit bid prices in figures and in words, and other errors/discrepancies were checked;

WHEREAS, based on the result of the evaluation of bid, the East Sector ROBAC declared **DOÑA ALEJANDRA INCORPORATED** as the *Lowest Calculated and Responsive Bidder* (LCRB) for the RFQ Ref. No PMMDO RFQ No. 2022-006: *Procurement of Thirty (30) Fuji Xerox Docu Centre SC2022 Toner Cartridges for Pasig/Marikina/Manggahan District Office*, to wit;

NOW, THEREFORE, We, the Members of the East Sector ROBAC, hereby RESOLVE as it is hereby RESOLVED to:

- a) Recommend to Head of Procuring Entity the award of the contract through Small Value Procurement for the PROCUREMENT OF THIRTY (30) FUJI XEROX DOCU CENTRE SC2022 TONER CARTRIDGES FOR PASIG/MARIKINA/MANGGAHAN DISTRICT OFFICE in favor of

DOÑA ALEJANDRA INCORPORATED at its submitted price quotation of **Eighty-Four Thousand Pesos (Php 84,000.00)** to be completed within 10 working days upon receipt of Purchase Order; and

- b) Recommend for approval by the Officer-in-Charge the foregoing findings/recommendations.

RESOLVED, this 2nd of November 2022 at NCR East Sector Office, Ground Floor NHA Main Building, Elliptical Road Diliman, Quezon City, Philippines.

THE EAST SECTOR REGIONAL OFFICE BIDS AND AWARDS COMMITTEE


FIEL IVY S. PENDON
Member



MANILYN L. BARTOLO
Member


KARLA ELAINE L. KATIGBAK
Member


KRISTIENSEN T. GOTIS
Vice-Chairperson


MONN ALEXANDER ONG
Chairperson

Approved:


ENGR. MAURA D. AGGARAO
Officer-in-Charge
NCR-East Sector



NOTICE OF AWARD

November 2, 2022

JASON IVAN L. CO
Sales Executive
DOÑA ALEJANDRA INCORPORATED
G/F Esna Bldg. 30 Timog Ave.
Laging Handa 4 Quezon City

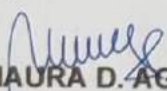
Dear Mr. Co:

We are pleased to inform you that your proposal for the **Procurement of Thirty (30) Fuji Xerox Docu Centre SC2022 Toner Cartridges for Pasig/Marikina/Manggahan District Office** has been determined to be the **Lowest Calculated and Responsive Bid (LCRB)** for a contract amount of **Eighty Four Thousand Pesos (Php 84,000.00)**.

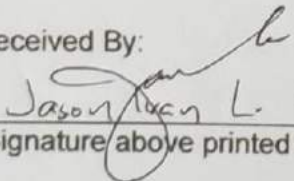
The **Purchase Order** shall be approved at the soonest possible time and commencement of the works shall be undertaken within the period of ten (10) working days upon receipt of the Purchase Order.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligations under the project.

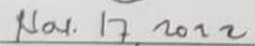
Very truly yours,


ENGR. MAURA D. AGGARAO
Officer-in-Charge
NCR East Sector

Received By:



(Signature above printed name)



(Date and Time of Receipt)