

**RECOMMENDING THE AWARD OF CONTRACT VIA SHOPPING TO COPYLANDIA OFFICE
SYSTEM CORP. FOR THE SUPPLY AND DELIVERY OF TONER PHOTOCOPYING
MACHINE, PHOTOCOPIER DRUM, INK, ETC., INTENDED FOR THE OFFICE OF THE CITY
INFORMATION DEPARTMENT**

WHEREAS, there is an approved Purchase Request (PR) No. 100-2025-04-894 with an Approved Budget for Contract (ABC) of One Hundred Sixty-Eight Thousand Pesos (PhP168,000.00) for the above stated procurement;

WHEREAS, said item is included in the Annual Procurement Plan/ Project Procurement Management Plan of the City Government of Puerto Princesa (CGPP) for 2025;

WHEREAS, the Bids and Awards Committee (BAC) of CGPP was authorized to resort to Alternative Methods of Procurement in accordance with the provisions of Section 52.1 (b) of the IRR of RA 9184 per Approved Annual Procurement Plan 2025 of the CGPP;

WHEREAS, the BAC has sent Request for Quotation (RFQ) indicating the specification, quantity, ABC, and other terms and conditions of the item/s to be procured to eligible suppliers;

WHEREAS, before the deadline for submission of price quotations, the return of the RFQs sent resulted to the following:

Abstract of Quotation

Name of Supplier	Price Quotations (in PHP)	% Variance from ABC
COPYLANDIA OFFICE SYSTEM CORP	163,250.00	2.827%
SILVERTOWN SALE	175,000.00	DQ
XANJI ENTERPRISES	178,750.00	DQ

WHEREAS, the BAC, upon recommendation from the Technical Working Group (TWG) and upon due deliberation of the submitted RFQs, found that the offer of Copylandia System Corp. the Lowest calculated and responsive quotation (LCRQ);

NOW THEREFORE, on the basis of the foregoing, it is **HEREBY RESOLVED** to recommend the award of contract via Shopping to Copylandia System Corp. for the above-quoted procurement of goods.

RESOLVED FURTHER, that copies of this resolution be furnished to the Office of the City Mayor, and other concerned offices for their information and/or appropriate action.

UNANIMOUSLY APPROVED. Done this 16th day of July, 2025, in Puerto Princesa City.

Certified Correct:

ROSA KATHERINE J. ANGELES
Administrative Officer VI/ Officer-in-Charge
BAC Secretariat Member

ATTESTED:

GEORGE G. VASQUEZ
Assistant CPDC/Member

DEMETRIO C. ALVOR, JR.
City Tourism Officer/ Member

ENGR. ARIES S. GRANDE
Assistant City Engineer/Member

ARCH. HONESTO R. TEVES
City Architect/Vice Chairperson

ENGR. JOVENEE C. SAGUN
City Planning and Development Coordinator/ Chairman

APPROVED/DISAPPROVED:

LUCILO R. BAYRON
City Mayor/ Head of Procuring Entity