

**RESOLUTION NO. SVP- 43E - 2026****RECOMMENDING THE AWARD OF CONTRACT VIA SMALL VALUE PROCUREMENT TO ICT CLOVER LEAF TRADING OPC FOR THE SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE OFFICE OF THE CITY CIVIL REGISTRAR**

WHEREAS, there is an approved Purchase Request (PR) No. 100-2026-04-1114 with an Approved Budget for the Contract (ABC) of Three Hundred Twenty-Five Thousand Five Hundred Eighty-Seven Pesos and 22/100 (PhP325,587.22);

WHEREAS, the requirement is included in the Annual Procurement Plan (APP) of the City Government of Puerto Princesa (CGPP) for Fiscal Year 2026;

WHEREAS, pursuant to the New Government Procurement Act (RA 12009) and its Implementing Rules and Regulations (IRR), the Bids and Awards Committee (BAC) is authorized to resort to Small Value Procurement as an Alternative Mode of Procurement for amounts not exceeding the thresholds prescribed therein;

WHEREAS, the BAC, through its Secretariat, posted the Request for Quotation (RFQ) in the Philippine Government Electronic Procurement System (PhilGEPS) and the CGPP website, and invited at least three (3) eligible suppliers of known qualifications;

WHEREAS, in response to the said invitation, three (3) price quotations were received before the deadline for submission on *June 24, 2026*, with the following results:

Name of Supplier	Price Quotation (PHP)	% Variance from ABC
ICT CLOVER LEAF TRADING OPC	325,214.75	0.114%
MAXPRINT CONSUMER GOODS TRADING	325,393.20	0.060%
MELDAVIDSON TRADING AND GENERAL MENRCHANDISING	325,478.00	0.034%

WHEREAS, upon careful examination, validation, and verification of all technical and financial requirements, the offer of ICT Clover Leaf Trading OPC was found to be the Lowest Calculated and Responsive Quotation (LCRQ) and most advantageous to the City Government;

NOW THEREFORE, on the basis of the foregoing, we, the members of the Bids and Awards Committee,

HEREBY RESOLVE to recommend the award of contract via Small Value Procurement to ICT Clover Leaf Trading OPC in the total amount of Three Hundred Twenty-Five Thousand Two Hundred Fourteen Pesos and 75/100 (PhP325,214.75).

RESOLVED FURTHER, that this Recommendation be submitted to the Head of the Procuring Entity (HoPE) for approval.

UNANIMOUSLY APPROVED this 29th day of June, 2026, at Puerto Princesa City.

Certified Correct:

ROSA KATHERINE J. ANGELES
Supervising Administrative Officer/
Head, BAC Secretariat

Attested by the Bids and Awards Committee:

GEORGE G. VASQUEZ
Assistant CPDC/Member

ENGR. ARIES S. GRANDE
City Engineer/Member

DEMETRIO C. ALVIOR, JR
City Tourism Officer/Member

ATTY. JOEY VINCENT P. RABANAL
Assistant City Budget Officer/
Vice Chairperson

ENGR. JOVENEC C. SAGUN
CPDC/Chairperson

APPROVED:

LUCILO R. BAYRON
City Mayor/
Head of Procuring Entity