



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 HEALTH – OPERATIONS OF SATELLITE CLINIC AND BIRTHING FACILITIES

WHEREAS, there is an approved Purchase Request (PR) No. 100-2026-06-1491 with an Approved Budget for the Contract (ABC) of Two Hundred Forty-Seven Thousand Six Hundred Fifty-One Pesos and 59/100 (PhP247,651.59) 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 2026;

WHEREAS, Rule IV of the Republic Act No. 12009 and its IRR, known as the New Government Procurement Act, states that the Procuring Entity shall adopt any of the following modes of procurement stated in Section 26 of the same act, consistent with the fit-for-purpose procurement approach.

WHEREAS, the Bids and Awards Committee (BAC) of CGPP resorted to Small Value Procurement in accordance with the provisions of Section 34 of the IRR of RA 12009, as per the approved Annual Procurement Plan 2026 of the CGPP;

WHEREAS, Section 34.1 requires the Procuring Entity to request the submission of at least three (3) price quotations, and the receipt of one (1) quotation is sufficient to proceed with the evaluation of bidders. Provided that the amount involved does not exceed the threshold amount

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

Name of Supplier	Price Quotation (PHP)	% Variance from ABC
ICT CLOVER LEAF TRADING OPC	247,205.00	0.180%
MELDAVIDSON TRADING AND GENERAL MERCHANDISING	247,523.50	0.052%
MAXPRINT CONSUMER GOODS TRADING	247,615.65	0.015%

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 Two Hundred Forty-Seven Thousand Two Hundred Five Pesos (PhP247,205.00).

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

UNANIMOUSLY APPROVED this 3rd day of August, 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 C. VASQUEZ
Assistant CPDC/Member

ENGR. ARIES S. GRANDE
City Engineer/Member

DEMETRIO C. ALVOR, JR
City Tourism Officer/Member

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

ENGR. JOVENEE C. SAGUN
CPDC/Chairperson

APPROVED

LUCILO R. BAYRON
City Mayor / Head of Procuring Entity