



01 July 2022

**ASTI – BIDS AND AWARDS COMMITTEE  
BAC Resolution No. 22-07-104**

**RECOMMENDING THE AWARD OF CONTRACT TO QUARTZ BUSINESS PRODUCTS CORP.  
FOR THE SUPPLY AND DELIVERY OF ONE (1) LOT MANAGED PRINT SERVICES**

Purchase Request No. : **GAA-22-06-14022**  
Date of Purchase Request : **07 June 2022**  
Request for Quotation No. : **22-06-3903**  
Solicitation No. : **22-06-3903**  
PhilGEPS Reference No. : **8771179**  
Approved Budget for the Contract : **₱704,000.00**

**WHEREAS**, the Finance and Administrative Division submitted to the Bids and Awards Committee (BAC) Purchase Request No. GAA-22-06-14022 for Supply and Delivery of One (1) Lot Managed Print Services (**Annex “A”**) with an Approved Budget for the Contract amounting to Seven Hundred Four Thousand Pesos Only (₱704,000.00) which was included in the Supplemental Annual Procurement Plan (APP) No. 11 for Fiscal Year 2022 (**Annex “B”**);

**WHEREAS**, the mode of procurement is based on Item No. 8, Annex “H” of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, which provides that the Procuring Entity may resort to Small Value Procurement to promote economy and efficiency if the ABC does not exceed One Million Pesos (₱1,000,000.00);

**WHEREAS**, on 21 June 2022, the BAC published the Request for Quotation (**Annex “C”**) and invited three (3) suppliers of known qualifications to participate in said procurement, namely: 1) Quartz Business Products Corp.; 2) Gakken Philippines, Inc. and 3) Philcopy Corp.;

**WHEREAS**, before the lapse of the deadline for submission of quotation at 2:00 in the afternoon on 24 June 2022, only one (1) supplier submitted a quotation, particularly, Quartz Business Products Corp.;

**WHEREAS**, the End-user forwarded to the BAC Secretariat its evaluation (**Annex “D”**) which found the offer of Quartz Business Products Corp. compliant with the eligibility requirements and specifications, which was verified by the BAC. Its quotation, with a total amount of Six Hundred Twelve Thousand Pesos Only (₱612,000.00) inclusive of all government taxes and fees, is deemed the most advantageous to the government, as the single calculated responsive quotation;

**WHEREAS**, the BAC finds the recommendation of the End-user in compliance with RA No. 9184 and its 2016 revised IRR; and

**WHEREAS**, Section 12 of RA No. 9184 provides that the BAC shall, among other matters, recommend the award of contracts to the Head of the Procuring Entity (HoPE) or his/her duly authorized representative.

**NOW, THEREFORE**, for and in consideration of the foregoing, **WE**, the Members of the BAC, hereby **RECOMMEND** to the HoPE the following:

- 1) **AWARD OF CONTRACT** via Small Value Procurement to **QUARTZ BUSINESS PRODUCTS CORP.** for the **SUPPLY AND DELIVERY OF ONE (1) LOT MANAGED PRINT SERVICES** in the amount of **SIX HUNDRED TWELVE THOUSAND PESOS ONLY (₱612,000.00)** inclusive of all appropriate taxes and fees; and
- 2) **APPROVAL** of the foregoing result/s.

**RESOLVED**, at the DOST-ASTI, Quezon City, this 1<sup>st</sup> day of July 2022.

**MAY C. CAYABAN**  
End-user

**GIRLIE D. FERNANDEZ**  
BAC Member

**ROXANNE S. AVIÑANTE**  
BAC Member

**JOVEN C. JAVIER**  
BAC Member

**MARY DROL DEE Q. GILLA**  
BAC Member

**EMMANUEL P. BALINTEC**  
BAC Vice Chairperson

**BAYANI BENJAMIN R. LARA**  
BAC Chairperson

APPROVED/DISAPPROVED:

**FRANZ A. DE LEON, Ph.D.**  
Director, DOST-ASTI

/bac-sec/vrs/vvvv