



**AGRICULTURAL TRAINING INSTITUTE – CENTRAL OFFICE
BIDS AND AWARDS COMMITTEE**

**A RESOLUTION RECOMMENDING APPROVAL FOR ADOPTING ALTERNATIVE METHOD OF
PROCUREMENT – NEGOTIATED PROCUREMENT - SMALL VALUE PROCUREMENT AND AWARD
TO COPYLANDIA OFFICE SYSTEMS CORPORATION (COPYLANDIA)**

Section 53.9 and Annex "H" D-8 of 2016 Revised IRR of RA 9184

BAC Resolution No. ISD-12-12, s. 2021

WHEREAS, the Agricultural Training Institute Director/Head of Procuring Entity had approved Purchase Request (P.R.) No. **ISD (AP) FUND 2021-12-59** to procure **Paper folder machine and Photocopier, USB Scanner/printer** to be used for producing **IEC and Corporate materials** with Approved Budget for the Contract (ABC) of **Php 418,520.00** in accordance to the End-users Project Procurement Management Plan (PPMP);

WHEREAS, as a general rule, all procurement shall be done through competitive bidding except whenever justified by the conditions in order to promote economy and efficiency, may resort to any alternative method of procurement;

WHEREAS, one of the functions of BAC is to recommend to the Head of Procuring Entity (HOPE) the mode of procurement to be undertaken to meet the actual conditions and to ensure that the same is most advantageous to the government;

WHEREAS, the above cited Purchase Request of **Paper folder machine and Photocopier, USB Scanner/printer**, is not covered by Shopping under Section 52 of the IRR of RA 9184;

WHEREAS, the amount involved is within the threshold of Negotiated Procurement - Small Value Procurement as an Alternative Method of Procurement indicated in Annex "H" of the 2016 Revised IRR of RA 9184 for National Government Agencies (NGA's);

WHEREAS, invitations be posted thru PhilGEPs and procurement entity's website and other conspicuous places and send three requests for quotations/proposals to suppliers, contractor, and consultants of known qualifications;

WHEREAS, the receipt of one (1) quotation/proposal is sufficient to proceed with the evaluation thereof;

WHEREAS, ATI ensures that the objectives and purpose of the procurement do not constitute an unnecessary, excessive, extravagant, or unconscionable expenditure;

WHEREAS, ATI-BAC shall validate the technical, legal and financial capability of the supplier/s by submission of relevant documents or through other means of exercising due diligence prior to the recommendation of award to the Head of Procuring Entity (HOPE).

NOW THEREFORE, in the consideration of the foregoing, We, the Members of the Bids and Awards Committee, hereby **RESOLVE AS IT HEREBY RESOLVED** to:

- 1. Recommend Alternative Method of Procurement through Negotiated Procurement-Small Value Procurement as provided in Sec. 53.9 and Annex H (Consolidated Guidelines for the Alternative Methods of Procurement) of the 2016 Revised IRR of RA 9184 for the above-cited goods/services/infrastructure projects/consulting services; and**

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- 2. Recommend the approval and award by the ATI OIC - Director IV of this Resolution and Purchase Order/Contract to COPYLANDIA OFFICE SYSTEMS CORPORATION (COPYLANDIA) with the amount of Php 416,000.00.

Done this 29th day of DEC 2021 at Agricultural Training Institute Bldg. Elliptical Road, Diliman, Quezon City.

THE BIDS AND AWARDS COMMITTEE:


JOVANE S. DELA CUADRA
Member


RUMELIA G. DELA CRUZ
Member


GAY RITCHEL GQ. DIANALA
Member


LEONILA D. CAIZ
Vice Chairperson


ANTONIETA J. ARCEO
Chairperson

APPROVED BY:


ROSANA P. MULA, PhD
OIC - Director IV