

**LOGISTICS MANAGEMENT DEPARTMENT**

**MEMORANDUM**

May 18, 2016

FOR : THE ASSISTANT VICE-PRESIDENT  
LOGISTICS MANAGEMENT DEPARTMENT

FROM : THE SENIOR MANAGER  
SUPPLIES CONTROL AND MANAGEMENT UNIT

SUBJECT : **NOTICE OF FAILURE AND RE-CONDUCT OF ITB NO. COR  
16-00040**

This refers to the Negotiated Procurement (Small Value) of the **Supply and Delivery of Four Lots Toners, Stencils and Mimeo Inks for PAGCOR's Existing Copier Machines** under ITB No. COR 16-00040 with an Approved Budget for the Contract (ABC) in the amount of **Eighty Three Thousand Seven Hundred Ninety Five Pesos and 59/100 (Php83,795.59)** VAT Exclusive, Zero Rated Transaction.

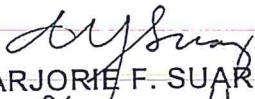
On the deadline for the Submission and Receipt of Quotation held last May 10, 2016-2:30 PM, no quotation was received for Lots No. 1, 2 and 4 while only one bidder, **COPYLANDIA Office System Corp.** submitted its quotation for Lot No. 3. However, its quotation was rated as "disqualified" due to its failure to accomplish the Bidder's Commitment section of the Request for Quotation (RFQ).

A Notice of Disqualification letter was issued to the aforementioned supplier last May 12, 2016 which was acknowledged last May 18, 2016 together with a duly signed waiver to file a request for reconsideration and/ or protest.

In view of the foregoing, the Supplies Control and Management Unit-Logistics Management Department respectfully recommends the following for the information or further instructions, if any, of the Assistant Vice President – Logistics Management Department, as duly delegated by the Board of Directors:

- a. Declaration of a "Failure" of Negotiated Procurement (Small Value) of the Supply and Delivery of Four Lots Toners, stencils and Mimeo Inks for PAGCOR's Existing Copier Machines under ITB No. COR 16-00040 pursuant to Section 35.1 of the IRR of R.A No. 9184; and,
- b. Re-conduct of Negotiated Procurement (Small Value) of the Supply and Delivery of Four Lots Toners, Stencils and Mimeo Inks for PAGCOR's Existing Copier Machines.

Thank you.

  
MARJORIE F. SUAREZ

APPROVED BY:

  
MA. REINA G. CARREON  
ASSISTANT VICE-PRESIDENT

COR 16-00040