



SUPPLY & DELIVERY OF OFFICE SUPPLIES FOR QUALITY ASSURANCE OFFICE MAIN CAMPUS

Name of Project

**BAC Resolution Recommending Approval
Resolution No. 165, s. 2025**

WHEREAS, the Mindoro State University (MinSU), through its Bids and Awards Committee (BAC), intends to undertake the procurement for the **"Supply and Delivery of Office Supplies for Quality Assurance Office Main Campus"**, with an Approved Budget for the Contract (ABC) in the amount of **Eighty-Nine Thousand Fifteen Pesos (Php89,015.00)**, which is allocated across eleven (11) line items listed below:

- 1 Toner for Copier (IMC 2500) Black
- 2 Toner for Copier (IMC 2500) Magenta
- 3 Toner for Copier (IMC 2500) Cyan
- 4 Toner for Copier (IMC 2500) Yellow
- 5 Stapler with Remover
- 6 Bond Paper Long
- 7 Bond Paper A4
- 8 Bond Paper Short
- 9 Binding Elements (1/2)"
- 10 Clear Folder, Dark Blue/ Long
- 11 Parchment Paper Short

WHEREAS, upon detailed evaluation of the said line items, it has been determined that it was governed by different procurement modalities under the Implementing Rules and Regulations (IRR) of Republic Act No. 9184;

WHEREAS, the BAC opted to divide the line items into two (2) separate lots, with Line Items 1, 2, 3, and 4 grouped under Lot No. 1 – Photocopier Toner, **and** Line Items 5, 6, 7, 8, 9, 10, and 11 grouped under Lot No. 2 – Office Supplies;

WHEREAS, the BAC resolved to divide the items into two (2) separate lots, as follows:

Particulars	Sub-ABC Amount
Lot 1 – Photocopier Toner	Php78,000.00
Lot 2- Office Supplies	Php11,015.00

WHEREAS, Lot 1 involves the procurement of photocopier toner, classified under Section 50 of the IRR of RA 9184, which pertains to Direct Contracting (single-source procurement), a procurement method for Goods that does not require the submission of elaborate Bidding Documents;

WHEREAS, Lot 2 pertains to Office Supplies with a value less than Php 50,000.00, which does not mandate posting on the Philippine Government Electronic Procurement System (PhilGEPS) and falls under Section 52.1(b) of the IRR of RA 9184 (Negotiated Procurement – Shopping – Ordinary/Regular Office Supplies & Equipment);

WHEREAS, the validation for processing the two (2) procurement lots separately is substantiated by the aforementioned justifications, which clarifies that such a distinction does not amount to contract splitting, in compliance with the legal framework governing procurement activities;



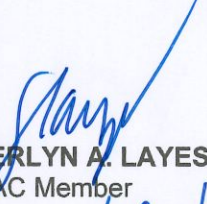
NOW, THEREFORE, BE IT RESOLVED, that the BAC hereby recommends to the Head of the Procuring Entity the approval of the following actions related to the project " **Supply and Delivery of Office Supplies for Quality Assurance Office Main Campus** ":

1. Lot 1 shall be classified under Section 50 of the IRR of RA 9184 (Direct Contracting – Single Source Procurement for Goods, which does not require elaborate Bidding Documents).
2. Lot 2 shall be classified under Section 52.1(b) of the IRR of RA 9184 (Negotiated Procurement – Shopping – Ordinary/Regular Office Supplies & Equipment);

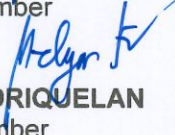
RESOLVED, this 7th day of July, 2025 at MinSU-Main Campus, Alcate, Victoria, Oriental Mindoro.


CIEDELLE P. SALAZAR, J.D., Ph.D
BAC Chairperson


Engr. MARK LESTER A. MAGPANTAY
BAC Vice Chairperson


ATTY. SHERLYN A. LAYESA
BAC Member


FRANIE M. AFABLE, DBMHM
BAC Member


MELGAR G. FADRIQUEHAN
BAC Member

[] Approved / [] Disapproved


ENYA MARIE D. APOSTOL, Ph.D.
SUC President III

Date: _____

APPROVED BUDGET FOR THE CONTRACT (ABC)
Supply and Delivery of Office Supplies for Quality Assurance Office Main Campus
Alcate, Victoria, Oriental Mindoro

Project Name and Location

Stations: Mindoro State University

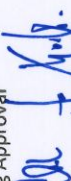
Length:

Contract Duration:																	
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CURRENT MARKET PRICE	TOTAL COST	VAT, OTHER TAXES AND/OR DUTIES APPLICABLE	FREIGHT & INSURANCE	OTHER INDIRECT COSTS	OTHER COST FACTORS					TOTAL COST	UNIT COST		
									INFLATION,		VALUE	INFLATION,	VALUE				
									%	(10)						(11)	(12)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)					
														</			

Prepared by


CATHERINE U. ARDALES
Procurement Officer III

Recommending Approval


CHRISTIAN B. APOSTOL, Ph.D.
Head, BAC Secretariat

Approved


CIEDELLE PIO-ALAZAR, Ph.D.
Chairperson, BAC


ENYA MARIE D. APOSTOL, Ph.D.
SUC President III *Enya*

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

Project, Programs and Activities

TOTAL

PORTIA ANGELICA B. ABOG
Director for Quality Assurance

CIEDELLE F. ADZAR, PhD
Vice President for Academic Affairs

VICTORIA M. CASTILLO
Records Officer II

DATE: _____

CVPM-2025 / 2

CURRICULUM DEVELOPMENT (12.5% of tuition fee)				balance	income	THE
Maintenance and Other Operating Expenses				1,470,787.69	449,435.37	982,305.21
Training Expenses						
14 faculty members @ P 6,000 (P 2,000 for 3 days)				84,000.00		648,000.00
33 faculty members @ P 6,000 (P 2,000 for 3 days)					198,000.00	
61 faculty members @ P 6,000 (P 2,000 for 3 days)						
Travelling Expenses						
14 faculty members @ P 6,600 (P 2,200 for 3 days)						92,400.00
Instructional Materials Expenses						
Semi-Expendable Furnitures and Fixtures						
2 steel Cabinet @P15,000 each						210,348.49
1 glassboard @P15,000 each						45,000.00
Semi-expendables ICT equipment						
2 desktop computer @P40,999 each						81,988.00
Repair and Maintenance - ICT equipment						
Subscription Expenses - LMS				432,787.69		8,536.15
Other MOE - AACUP Survey Visit Fee and Expenses						432,787.69
6 Colleges @ P 159,000 each				954,000.00		1,383,467.94
Other expenses related to AACUP Accreditation					251,435.37	
IQAF Flexible Learning/ other accreditation related fees						178,032.57
Sub-total				1,470,787.69	449,435.37	982,305.21
				1,470,787.69	449,435.37	2,902,528.27
						2,902,528.27

San Jose State University
CERTIFIED COPY

VICTORIA M. CASTILLO
Records Officer II

DATE: 8/5/25