



**Embassy of the Republic of the Philippines**

Ambassade de la République des Philippines

**Paris**

**BAC RESOLUTION NO. 01-2025  
RESOLUTION RECOMMENDING THE AWARD OF CONTRACT TO  
MAXIBURO FOR THE PROCUREMENT OF VARIOUS OFFICE SUPPLIES,  
OTHER SUPPLIES AND MATERIALS**

**WHEREAS**, there is a need to replenish office and other office supplies for the official use of the Embassy for the next three (3) months ;

**WHEREAS**, the 2025 Annual Procurement Plan (APP) of the Embassy reflects authorization to purchase these supplies with corresponding budget allocation;

<b>Procurement Project</b>	<b>Estimated Budget (in PHP)</b>	<b>Remarks</b>
Office Supplies Expenses	300,000.00	Included all office supplies needed by the chancery
Other Supplies and Materials Expenses	330,000.00	Includes cleaning, garden supplies

**WHEREAS**, the procurement by the Embassy of the said supplies is covered by GPPB Resolution 28-2017 dated 31 July 2017 entitled "*Guidelines for the Procurement of Goods and Services, Infrastructure Projects, and Consulting Services, to be Procured and Performed Overseas*";

**WHEREAS**, on 17 January 2025, the Embassy posted, on its official website, a Request for Quotation (RFQ) for the procurement of various office supplies and materials ;

**WHEREAS**, the Embassy received quotations from only (2) supplies/dealers namely: (1) Maxiburo and (2) Bruneau, as follows;

<b>SUPPLIERS/ DEALERS</b>	<b>QUOTATION</b>
Maxiburo	EUR 3,845.05
Bruneau	EUR 6,038.20

**WHEREAS**, the quotation proposed by Maxiburo in the amount of THREE THOUSAND EIGHT HUNDRED FORTY-FIVE EUROS AND 05/100 ONLY (EUR 3,845.05) is assessed to be the Lowest Calculated and Responsive Bid;

**NOW THEREFORE**, premises considered, we, the members of the Bids and Awards Committee (BAC) hereby, **RESOLVE TO RECOMMEND** to the Head of the

Procuring Entity, that the procurement of various office supplies and other supplies, be awarded to **MAXIBURO** .

**ADOPTED** this 21<sup>ST</sup> day of January 2025 in Paris, France.



**NOEMI T. DIAZ**  
Alternate BAC Chair



**KRISTINE MARGRET MALANG**  
Vice Chair



**ANNA EDRISSE MAGSUMBOL**  
Member



**EDELYN PELLOSIS**  
Member



**MARVIN SAMONTE**  
Member



**MARIKIT DEGAÑOS**  
BAC Secretariat

Approved by the authority of the Secretary of Foreign Affairs:



**ERIC GERARDO E. TAMAYO**  
Chargé d'Affaires



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**Paris**

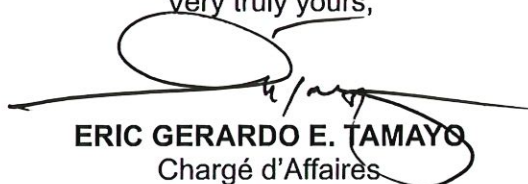
## NOTICE OF AWARD

Paris, 21 January 2025

Dear Sir/Madam,

Please be informed that, upon recommendation of the Bids and Awards Committee (BAC), as contained in its Resolution No. 01-2025, the Philippine Embassy is awarding the procurement of various office supplies and materials for the official use of the Embassy, to **Maxiburo**, in the amount of 3,845.05 EUR only, including taxes and other lawful charges.

Very truly yours,

  
**ERIC GERARDO E. TAMAYO**  
Chargé d'Affaires

### **MAXIBURO**

2 Chemin Mademoiselle, BP 385  
91959 Villebon Cedex, France



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## NOTICE TO PROCEED

Paris, 21 January 2025

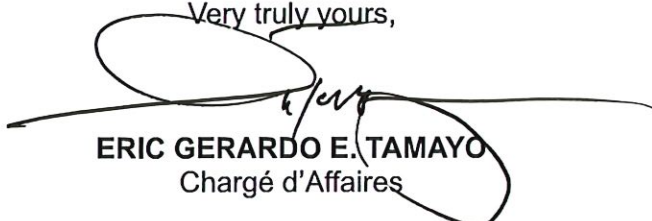
Dear Sir/Madam,

Please be informed that, pursuant to the Notice of Award of even date, issued by the Philippine Embassy, **Maxiburo** is hereby given this Notice to Proceed on the procurement of various office supplies and materials for the official use of the Embassy, in the amount of 3,845.05 EUR only, including taxes and other lawful charges.

This Notice is issued in accordance with the requirements of the Republic Act 9184, otherwise known as the "Government Procurement Reform Act of 2003."

Thank you.

Very truly yours,



**ERIC GERARDO E. TAMAYO**  
Chargé d'Affaires

### **MAXIBURO**

2 Chemin Mademoiselle, BP 385  
91959 Villebon Cedex, France