



OFFICE OF PUBLIC ACCOUNTABILITY
Doris Flores Brooks, CPA, CGFM
Public Auditor

March 21, 2011

Ms. Claudia S. Acfalle
Chief Procurement Officer
General Services Agency
Department of Administration
148 Route 1 Marine Corps Drive
Piti, Guam 96925

VIA FACSIMILE: 472-4217

Re: Notice of Receipt of Appeal Relative to Invitation for Bid (IFB) GSA-028-011 for 60 Month Lease Agreement of a Color Multi-function Copier/Printer/Scanner/Fax

Dear Ms. Acfalle,

Please be advised that Attorney John Thos Brown, Esq., Attorney for Appellant Island Business Systems and Supplies (IBSS) has filed an appeal with the Office of Public Accountability on March 18, 2011, on GSA's decision on IBSS' protest on the above-stated solicitation. The appeal has been assigned Master File No. **OPA-PA-11-007**.

Immediate action is required of your office pursuant to the Rules of Procedure for Procurement Appeals, found in Chapter 12 of the Guam Administrative Regulations (GAR). Copies of the rules, the appeal, and all filing deadlines are available at our office and on our website at www.guamopa.org. The transmittal letter and the first page of the notice of appeal filed with OPA are enclosed for your reference.

Please provide the required notice of this appeal to the required parties with instructions that they should communicate directly with OPA regarding the appeal. You are also responsible for giving notice to the Attorney General or other legal counsel for your agency. Promptly provide OPA with the identities and addresses of interested parties and a formal entry of appearance by your legal counsel.

Pursuant to 2 GAR Div 4, Chap 12, §12104(3), please submit one complete copy of the procurement record, as outlined in 5 GCA Chapter 5, §5249, to OPA by **Monday, March 28, 2011**, five working days following receipt of this notice of appeal; and one copy of the Agency Report, as outlined in 2 GAR Div 4, Chap 12, §12105, by **Monday, April 4, 2011**, ten working days following receipt of this notice of appeal. When filing all other required documents with our office, please provide one original and two copies to OPA, and serve a copy to the Appellant (protesting vendor).

Thank you for your prompt attention to this matter. Please contact Anne Camacho at 475-0390 ext. 211, or email address acamacho@guamopa.org should you have any questions regarding this notice.

Sincerely,



Anne Camacho

Management Analyst III

Enclosure: First Page of Notice of Appeal OPA-PA-11-007

Cc: General Counsel for Appellant / Town House Dept. Stores, Inc., dba IBSS (Via Facsimile 472-6153)

Transmission Report

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FAX

To: Ms. Claudia S. Acfalle
Chief Procurement Officer
General Services Agency (GSA)
(Appellee)

John T. Brown, Esq.
General Counsel
Town House Dept. Stores, Inc. dba Island
Business Systems and Supplies (IBSS)
(Appellant)

From: Doris Flores Brooks, CPA, CGFM
Public Auditor
OPA Procurement Appeals
Suite 401 DNA Bldg
238 Archbishop Flores St.
Hagatna, Guam 96910

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|---|---|
| Agency: | Pages 4 (Including cover) |
| CC: | Date: March 21, 2011 |
| Fax: GSA - 472-4217 or 475-1727 or 475-1716 IBSS: 472-6153 | Point of Contact Nos. Tel: 475-0390 x 211 (Anne Camacho) Fax: 472-7951 |

Re: Appeal No. OPA-PA-11-007
(1) Notice of Receipt of Appeal
(2) Conflicts Check Information Request

Urgent For Review Please Comment Please Reply Please Recycle

●Comments:

See attachment for reference.
Please acknowledge receipt of this transmittal by re-sending this cover page along with your firm or agency's receipt stamp, date, and initials of receiver. Thank you.

Anne Camacho - acamacho@guamp.org

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Abbreviations:

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|------------------|-------------------|-------------------|--------------------------|
| HS: Host send | PL: Polled local | MP: Mailbox print | TU: Terminated by user |
| HR: Host receive | PR: Polled remote | CP: Completed | TS: Terminated by system |
| WS: Waiting send | MS: Mailbox save | FA: Fail | RP: Report |
| | | | G3: Group 3 |
| | | | EC: Error Correct |