

OTC-BIDS AND AWARDS COMMITTEE

Resolution No. 022, Series of 2024

RECOMMENDING THE AWARD OF CONTRACT TO AZALEA HOTELS & RESIDENCES FOR THE LEASE OF VENUE INCLUSIVE OF ACCOMMODATION AND MEALS FOR THE BASIC FLEET MANAGEMENT SYSTEM SEMINAR IN BAGUIO CITY.

"WHEREAS, the Office of Transportation Cooperatives' Program Implementing Unit (PIU) for the Public Transport Modernization Program (PTMP), as the End-User, prepared the Terms of Reference (ToR), Project Procurement Management Plan (PPMP), and the Purchase Request (PR) **(Annex A)**; for the Lease of Venue, inclusive of Accommodation and Meals for the Basic Fleet Management System Seminar in Baguio City to be held on October 13, 2024 to October 19, 2024, with an Approved Budget of the Contract (ABC) amounting to PHP2,110,500.00, which is included in the Supplemental Annual Procurement Plan (APP) for Fiscal Year 2024 **(Annex B)**;"

"WHEREAS, on 19 September 2024, the OTC-Bids and Awards Committee (OTC-BAC) directed the BAC-Secretariat to electronically transmit (e-mail) the approved Request for Quotations (RFQs) using its official e-mail address to the different business establishments within the location stated on the ToR in Baguio City. The complete catalogue of sixteen (16) prospective venues is attached as **(Annex C)**;"

"WHEREAS, before the closing date and time of the submission of the RFQs on 24 September 2024, 05:00 P.M., there were five (5) interested suppliers that submitted their RFQ electronically. The OTC-BAC formally evaluated the said RFQ of the five (5) suppliers last 25 September 2024 and except for Albergo Hotel who is ineligible due to the non-submission of its Income Tax Return (ITR) for FY 2023, the other four (4) suppliers were all declared "eligible" by the OTC-BAC for having submitted complete eligibility documents, and having complied with the specifications as indicated in the ToR, thus their respective financial proposals were formally opened as follows:

Rank No.	Supplier	Financial Offer (Php)
1.	Azalea Hotels & Residences	1,695,800.00
2.	Travelite Hotel Legarda	1,792,800.00
3.	456 Hotel	2,054,200.00
4.	Ellianah Pines Hotel	2,110,500.00

"WHEREAS, after a careful review, evaluation, verification, and deliberation among the members of the Committee at a meeting held at the Conference/Board Room on 25 September 2024, it has hereby concluded that Azalea Hotel & Residences passed and complied with the legal, technical, and financial requirements of the OTC, as the Procuring Entity, the supplier's Price Quotation Offer amounting to One Million Six Hundred Ninety-Five Thousand Eight Hundred Pesos (PHP 1,695,800.00), inclusive of applicable EWT and VAT government withholding taxes which is within the ABC of Php 2,110,500.00, is economical and advantageous to the government and recognized by the OTC-BAC to be the Lowest Calculated Quotation (LCQ) **(Annex D)**;

"WHEREAS, the OTC-BAC was mandated to facilitate other means of inspection to the supplier, hence, after judicious review and deliberations of the submitted tabulated Table of Rating Factors for Lease of Venue, the average rating of the said hotel was 88.05% (marked as pass), the OTC-BAC declared that Azalea Hotels & Residences is the Lowest Calculated Responsive Quotation (LCRQ) **(Annex E)**;


(marked as pass), the OTC-BAC declared that Azalea Hotels & Residences is the Lowest Calculated Responsive Quotation (LCRQ) (**Annex E**);


WHEREAS, pursuant to Section 12 of the 2016 Revised Implementing Rules and Regulations (RIRR) of RA No. 9184 otherwise known as the Government Procurement Reform Act (GPRA) mandates that the OTC-BAC shall recommend the award of contract to the Head of the Procuring Entity (HoPE) or his/her duly authorized representative;


NOW, THEREFORE, for and in consideration of the foregoing, **WE**, the members of the OTC-BAC, by virtue of the powers vested on **US** by law, hereby resolved to **RECOMMEND** to the Executive Director II and concurrent Officer-in-Charge, Office of the Chairperson, as the recognized authority pursuant to DoTr Special Order No. 2024-126, dated 12 April 2024 the following:


- (1) **AWARD OF CONTRACT** via Negotiated Procurement-Lease of Venue (Section 53.10) for the Lease of Venue Inclusive of Accommodation and Meals for the Basic Fleet Management System Seminar in Baguio City to be held on October 13, 2024 to October 19, 2024 amounting to One Million Six Hundred Ninety-Five Thousand Eight Hundred Pesos (**Php 1,695,800.00**), inclusive of applicable EWT and VAT government withholding taxes; and
- (2) **SIGN AS HEAD OF THE PROCURING ENTITY** the corresponding Notice of Award and Notice to Proceed to implement this Resolution.

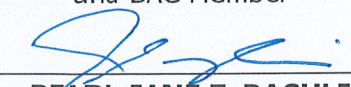
DONE in Quezon City this 25th day of September 2024.


ATTY. CHRISTIAN N. OBERIO
Attorney III
and BAC Chairperson

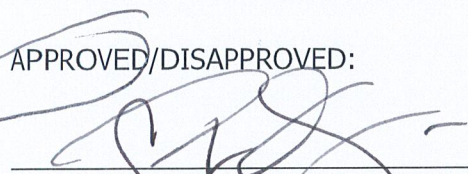

JOMAR S. DANS
Chief, Planning and Evaluation Division
and BAC Vice-Chairperson


NITA M. LOPEZ-COSARES
Chief, Administrative and Finance Division
and BAC Member


RAMIL HENDERSON S. URRERA
Supervising Cooperative Development Specialist
and BAC Member


PEARL JANE F. BACULI
Project Evaluation Officer III
and BAC Member

APPROVED/DISAPPROVED:


REYMUNDO D.J. DE GUZMAN, JR.
Executive Director II
Officer-in-Charge, Office of the Chairperson
Head of the Procuring Entity

Date: _____