

OTC-BIDS AND AWARDS COMMITTEE

Resolution No. 035, Series of 2024

RECOMMENDING THE AWARD OF CONTRACT TO PHILTOWN HOTEL FOR THE LEASE OF VENUE INCLUSIVE OF MEALS WITH COMPLETE FACILITIES FOR THE REGIONAL TC PTMP COMPLIANCE MONITORING ACTION SCHEMING CONFERENCE IN CAGAYAN DE ORO.

"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 Meals with Complete Facilities for the Regional TC PTMP Compliance Monitoring Action Scheming Conference to be held on November 21, 2024 in Cagayan De Oro-Region IX & X, with an Approved Budget for the Contract (ABC) amounting to PHP 112,800.00, which is included in the Supplemental Annual Procurement Plan (APP) for Fiscal Year 2024 (**Annex B**);"

"WHEREAS, on 16 October 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 Cagayan De Oro. The complete catalogue of three (3) prospective venues is attached as (**Annex C**);"

"WHEREAS, before the closing date and time of the submission of the RFQs on 18 October 2024, 12:00 P.M., only one (1) interested supplier submitted its RFQ electronically: 1) Philtown Hotel The OTC-BAC formally evaluated the said RFQ of the supplier at a meeting held at the OTC Conference/Board Room on 18 October 2024, 01:00 P.M.;"

"WHEREAS, after a careful review, evaluation, verification, and deliberation among the members of the Committee, it has hereby concluded that Philtown Hotel 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 Ninety Eight Thousand Three Hundred Seventy Pesos (Php 98,370.00), inclusive of applicable EWT and VAT government withholding taxes which is within the ABC of Php 112,800.00, is economical and advantageous to the government and recognized by the OTC-BAC to be the Single Calculated Quotation (SCQ) (**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 94.80% (marked as pass), the OTC-BAC declared that Philtown Hotel is the Single Calculated Responsive Quotation (SCRQ) (**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 Head of the Procuring Entity (HoPE) and Chairperson of OTC the following:

- (1) **AWARD OF CONTRACT** *via* Negotiated Procurement-Lease of Venue (Section 53.10) to Philtown Hotel as the Single Calculated and Responsive Quotation (SCRQ) for the Lease of Venue inclusive of Meals with Complete Facilities for the Regional TC PTMP Compliance Monitoring Action Scheming Conference to be held on November 21, 2024 in Cagayan De Oro-Region IX & X, amounting to Ninety-Eight Thousand Three Hundred Seventy Pesos (**Php 98,370.00**), 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 29th day of October 2024.


ATTY. CHRISTIAN N. OBERIO

Attorney III
and BAC Chairperson


JOMAR S. DANS

Chief, Planning and Evaluation Division
and BAC Vice-Chairperson

On Official Business

NITA M. LOPEZ-COSARES

Chief, Administrative and Finance Division
and BAC Member


RAMIL HENDERSON S. URRERA

Supervising Cooperative Development Specialist
and BAC Member

On Official Business

PEARL JANE F. BACULI

Project Evaluation Officer III
and BAC Member


APPROVED/DISAPPROVED:

REYMUNDO D.J. DE GUZMAN, JR.

OTC Chairperson
Head of the Procuring Entity

Date:

11/18/2024