

OTC-BIDS AND AWARDS COMMITTEE

Resolution No. 005, Series of 2025

RECOMMENDING THE AWARD OF CONTRACT TO QUEEN MARGARETTE HOTEL, INC. FOR THE LEASE OF VENUE AND MEALS FOR THE REGIONAL TC PTMP COMPLIANCE MONITORING ACTION SCHEMING CONFERENCE IN LUCENA CITY.

"WHEREAS, the Office of Transportation Cooperatives' Program Implementing Unit (OTC PIU) for the Public Transportation 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 for the Compliance Monitoring Exit Conference to be held on March 13, 2025 in Lucena City with an Approved Budget for the Contract (ABC) amounting to PHP 55,000.00, which is included in the Supplemental Annual Procurement Plan (APP) for Fiscal Year 2025 (**Annex B**);"

"WHEREAS, on 26 February 2025, 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 Lucena City. The complete catalogue of the four (4) prospective venues is attached as (**Annex C**);"

"WHEREAS, before the closing date and time of the submission of the RFQs on 28 February 2025, 05:00 P.M., only one (1) interested supplier submitted its RFQ electronically, namely: 1) Queen Margarette Hotel, Inc. The OTC-BAC formally evaluated the said RFQ of the said supplier at a meeting held at the OTC Conference/Board Room on 28 February 2025;"

"WHEREAS, after a careful review, evaluation, verification, and deliberation among the members of the Committee, it has hereby concluded that Queen Margarette Hotel, Inc. 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 Fifty One Thousand Three Hundred Pesos (Php 51,300.00), inclusive of applicable EWT and VAT government withholding taxes which is within the ABC of Php 55,000.00, 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 92.95% (marked as pass), the OTC-BAC declared that Queen Margarette Hotel, Inc. 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;

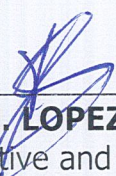
NOW, THEREFORE, for and in consideration of the foregoing, **WE**, the Members of the OTC-BAC, by virtue of the powers vested on **US** by law, hereby resolved to **RECOMMEND** to the Head of the Procuring Entity (HoPE) and Chairperson of OTC the following:

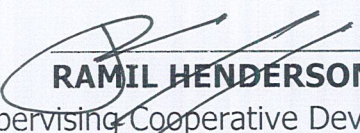
- (1) **AWARD OF CONTRACT** *via* Negotiated Procurement-Lease of Venue (Section 53.10) to Queen Margarett Hotel, Inc. as the Single Calculated and Responsive Quotation (SCRQ) for the Lease of Venue and Meals for the Regional TC PTMP Compliance Monitoring Action Scheming Conference to be held on March 13, 2025 in Lucena City, amounting to Fifty-One Thousand Three Hundred Pesos (**Php 51,300.00**), 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 05th day of March 2025.


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

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

APPROVED/DISAPPROVED:


REYMUENDO D.J. DE GUZMAN, JR.
OTC Chairperson
Head of the Procuring Entity

Date: 3/5/2025