

**Bids and Awards Committee for Consulting Services (BAC-C)**

**PROCUREMENT OF CONSULTING SERVICES OF A MEDICAL CONSULTANT**

**RESOLUTION NO. 2023-028**

**WHEREAS**, on 15 December 2023, the President and Chief Executive Officer (PCEO), Head of Procuring Entity (HoPE), approved the 2024 Annual Procurement Plan (APP) for Consulting Services of the Bases Conversion and Development Authority (BCDA) upon recommendation of the Bids and Awards Committee for Consulting Services (BAC-C);

**WHEREAS**, the 2024 APP for Consulting Services includes an item entitled “Consultancy Services - Medical Services” by the Human Resources and Management Department (HRMD) to be undertaken through Section 53.7 (Highly Technical Consultants) of the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (R.A.) No. 9184 with an Approved Budget for the Contract in the amount of Pesos: One Million Six Hundred Twenty Thousand and 00/100 (PhP1,620,000.00) annually, inclusive of applicable taxes and fees through BCDA’s Corporate Budget;

**WHEREAS**, said engagement was through Negotiated Procurement for Highly Technical Consultant, pursuant to Section 53.7 of the 2016 Revised Implementing Rules and Regulations (RIRR) of RA 9184 whose consulting services are primarily confidential and policy determining, where trust and confidence are the primary consideration;

**WHEREAS**, the contract of Dr. Faith M. Reyes will expire on 31 December 2023. In a memorandum dated 7 November 2023, the PCEO approved the renewal of the individual Consultancy Contract, for a period of six (6) months, renewable at the option of the PCEO, with a monthly rate of **Pesos: One Hundred Thirty-Five Thousand and 00/100 (PhP135,000.00)**, inclusive of all applicable taxes and fees, effective 01 January 2024;

**WHEREAS**, in a memorandum dated 15 November 2023, the Human Resources Management Department (HRMD) recommended the engagement of the services of Dr. Faith M. Reyes as a medical consultant, through Negotiated Procurement for Highly Technical Consultant, pursuant to Section 53.7 of the 2016 Revised Implementing Rules and Regulations (RIRR) of RA 9184, for a period of six (6) months, renewable at the option of the OPCEO, but in no case shall exceed her term, in the amount of rate of per month, inclusive of all applicable taxes and fees, effective 01 January 2024. The scope of the consulting services shall be subject to the Terms of Reference (TOR);

**WHEREAS**, Section 53.7 – Highly Technical Consultant of 2016 RIRR of RA No. 9184 provides that, “In the case of individual consultants hired to do work that is (i) highly technical or proprietary; or (ii) primarily confidential or policy determining, where trust and confidence are primary considerations for the hiring of the consultant: Provided, however, that the term of the individual consultant shall, at the most, be on a six-month basis,



renewable at the option of the appointing Head of the Procuring Entity (HoPE), but in no case shall exceed the term of the latter;

**WHEREAS**, in the said memorandum, HRMD affirms that Dr. Reyes is a highly qualified and trained practitioner, having served more than twenty (20) years in BCDA and has established a close relationship with the HRMD and BCDA employees in general which ensures freedom of discussion, without fear of embarrassment and misgivings of possible betrayal of personal trust on confidential matters, specifically on their own health and well-being;

**WHEREAS**, further to HRMD's affirmation on Dr. Reyes' qualifications, she plays a very critical role in providing information and medical advice to top management in relation to the overall health and well-being of the entire BCDA workforce numbering to more than 400 personnel. She has been on top of the mental health program of BCDA having assisted in the drafting of the BCDA Mental Health Policy and instigating activities on mental health with the assistance of a mental health provider. She has also spearheaded corporate-wide programs on wellness which includes sports and fitness activities; Also, her medical expertise has been crucial since the start of the pandemic, specifically in addressing COVID-19-related issues and concerns. Dr. Reyes has been very instrumental in the formulation and issuance of various COVID-19 related BCDA policy guidelines.

**WHEREAS**, the following are the scope of services of the Consultant as provided under the TOR:

- Manage BCDA's Wellness Program which aims to develop a wellness-promoting culture centered on physical and mental health;
- Provide a diagnosis of medical problems encountered in the everyday practice of adult Medicine;
- Provide individualized patient care;
- Maintain records of the patient's personal and family medical history, as well as, diagnostics and therapeutics interventions done, and to keep these records confidential only between patient and medical officer;
- Coordinate with the nurse/s and other medical staff with regard to management of medications and/or medical supplies for inventory purposes;
- Assist in the procurement of mental health and fitness firm providers and facilitate implementation of its corresponding plans and programs in BCDA;
- Attend to matters concerning health emergencies; and
- Perform other functions medically-related as may be directed by the BCDA President and Chief Executive Officer.

**WHEREAS**, considering the nature of services required pursuant to the TOR and in the absence of an in-house technical expert within BCDA, the HRMD considers the hiring of such technical expert as in the nature of consultancy service for highly technical, proprietary and utmost confidentiality.



**WHEREAS**, on 18 December 2023, the BAC-C sent a letter of invitation to Dr. Faith M. Reyes inviting her to work with BCDA in a consulting capacity for the aforementioned services;

**WHEREAS**, on 19 December 2023, in response to BAC-C's Letter of Invitation, Dr. Reyes submitted her Letter of Intention supported with an updated Curriculum Vitae (CV), BIR Certificate of Registration, and PhilGEPS registration number. Thereafter, the BAC-C TWG evaluated the qualifications of Dr. Reyes based on the aforementioned documents;

**WHEREAS**, on 27 December 2023, the BAC-C TWG presented the results of the evaluation of the PhilGEPS Registration, BIR Certificate of Registration and CV of Dr. Faith M. Reyes, together with the documents submitted by the end-user. The BAC-C deliberated the results and found Dr. Reyes to be legally, technically and financially capable to undertake and fulfill the consulting services, in compliance with Section V.D.7.b.ii of Annex H of the 2016 RIRR of RA No. 9184, to wit:

*“ii. XXX Considering the nature of the consultancy work, the negotiations need not be elaborate, it is enough that the BAC has validated that the individual is legally, technically and financially capable to undertake and fulfill the consultancy work based on the Terms of Reference.”*

**WHEREAS**, the said procurement process is also in accordance with BCDA Guidelines and Procedures on the Engagement and Renewal of Contract of a Highly Technical Consultant;

**WHEREAS**, the BAC-C reviewed and verified the findings of the BAC-C TWG and resolved to adopt and approve the aforesaid recommendations;

**WHEREAS**, on 27 December 2023, the BAC-C conducted the negotiation with Dr. Faith M. Reyes pursuant to Section V.D.7.b.ii of Annex H of the 2016 RIRR of RA No. 9184, wherein the members of the BAC-C verified with Dr. Reyes her agreement with the TOR required by the consultancy services;

**WHEREAS**, Section V.D.7.b.iii of Annex H of the 2016 RIRR of RA No. 9184 states that the BAC shall recommend to the HOPE the award of contract to the individual consultant;

**NOW, THEREFORE**, foregoing considered, We, the Members of the Bids and Awards Committee for Consulting Services, hereby RESOLVE as it is hereby RESOLVED, to:

- 1) Direct the end-user to furnish the BAC-C copies of the duly conformed Notice to Proceed (NTP), as well as the executed contract for the Procurement of Consulting Services of a Medical Consultant; and
- 2) Recommend to the Head of the Procuring Entity, through its duly authorized signatory, the award and issuance of Notice of Award (NOA) of the **Contract for the**

**“Procurement of Consulting Services of a Medical Consultant”** to Dr. Faith M. Reyes as she is legally, technically, and financially eligible and capable to undertake and fulfill the highly technical consultancy work, through Negotiated Procurement pursuant to Section 53.7 of the 2016 RIRR of RA No. 9184 for a period of six (6) months, renewable at the option of BCDA, but in no case shall exceed the term of the PCEO, in the amount of monthly rate of **Pesos: One Hundred Thirty-Five Thousand and 00/100 (PhP135,000.00)** per month, or a total of **Pesos: Eight Hundred Ten Thousand and 00/100 (PhP 810,000.00)**, inclusive of all applicable taxes and fees, and incidental expenses, which shall be chargeable against the approved HRMD’s MOOE budget, effective 01 January 2024.

**RESOLVED**, at the BCDA Corporate Center Office, this 28th day of December 2023.

**BIDS AND AWARDS COMMITTEE FOR CONSULTING SERVICES (BAC-C)**



**ATTY. ELVIRA V. ESTANISLAO**

Chairperson



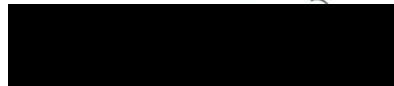
**MADONNA M. CINCO**

Vice Chairperson



**PATRICK ROHL C. FRANCISCO**

Member



**ATTY. CHRISTIAN T. DULDULAO**

Member

*On Leave*

**ENGR. EDUARDO R. ROSQUETA**

Member

Approved by:



**JOSHUA M. BINGCANG**

President and Chief Executive Officer



BAC for Consultancy Services



**BACC2023 – 0432**