



Bases Conversion and Development Authority

**BIDS AND AWARDS COMMITTEE FOR GOODS  
RESOLUTION NO. 2013 - 6**

**LEASING OF VENUE FOR THE CONDUCT OF TRAINING ON ISO  
9001:2008 REQUIREMENTS AND QMS DOCUMENTATION**

**WHEREAS**, on 30 January 2013, the Management approved the conduct of Training on ISO 9001:2008 Requirements and QMS Documentation, a three-day activity which is part of the training component of the project entitled "Development of Quality Management System certifiable to ISO 9001:2008 for BCDA";

**WHEREAS**, the conduct of said activity will be attended by participants consisting of 30 employees, more or less, who shall compose the BCDA ISO Core Team, on February 20-22, 2013;

**WHEREAS**, Section 53.10 of the Revised Implementing Rules and Regulations (IRR) of R. A. 9184, otherwise known as the Government Procurement Reform Act of 2003, allows the procuring entity to resort to negotiated procurement for leasing a privately-owned venue for official use;

**WHEREAS**, in its memorandum dated 07 February 2013, the Organization Development and Management Department (ODMD) listed the summary of proposals from the following proponents within Tagaytay City:

<u>PROPONENTS</u>	<u>PACKAGE RATE</u>
Estancia Resort Hotel	P 238,000.00
Hotel Kimberly	P 246,300.00
The Lake Hotel	P 279,500.00

**WHEREAS**, the Lowest Calculated Bid proposal submitted by Estancia Resort Hotel was evaluated and rated in accordance with the Guidelines for Lease of Privately-Owned Real Estate and Venue (Table of Rating Factors for Lease of Venue), and was determined to be responsive;

*gla*

*all*

*CA*

**WHEREAS**, in the same memorandum, the ODMD recommended the leasing of Estancia Resort Hotel through negotiated procurement after it had offered the most responsive bid, as the venue, provider of meals, use of function room and room accommodation for the conduct of the Training on ISO 9001:2008 Requirements and QMS Documentation;


**NOW, THEREFORE**, foregoing premises considered, we, the Members of the Bids and Awards Committee, hereby **RESOLVE**, as it is hereby resolved, to recommend the award to **ESTANCIA RESORT HOTEL**, which offered the Least Calculated Responsive Bid (LCRB) in the amount of **TWO HUNDRED THIRTY EIGHT THOUSAND PESOS & 00/100 (P238,000.00)**, inclusive of applicable taxes and fees, the leasing of venue, provision of meals, use of function room and room accommodation for the conduct of Training on ISO 9001:2008 Requirements and QMS Documentation on February 20-22, 2013.

**RESOLVED**, at the BCDA Corporate Office, this 11<sup>th</sup> day of February 2013.


**BIDS AND AWARDS COMMITTEE (BAC) FOR GOODS**

  
**ELEANOR L. ATIENZA**  
Chairperson

  
**BLAISE MARIE E. ALARAS**  
Vice-Chairperson

  
**ELVIRA V. ESTANISLAO**  
Member

*On Leave*  
**HEDDA LOURDES Y. RULONA**  
Member

  
**PATRICK ROEHL C. FRANCISCO**  
Member

Approved by:

  
**AILEEN ANUNCIACION R. ZOSA**  
Officer-in-Charge

  
**BCDA**





Bases Conversion and Development Authority

11 February 2013

**ESTANCIA RESORT HOTEL**  
Zone 2 Brgy. San Jose  
Tagaytay City

Subject: **NOTICE OF AWARD**  
**Leasing of Venue for the Conduct of Training on ISO**  
**9001:2008 Requirements and QMS Documentation**

Dear Sir/Madam:

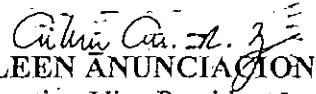
The BCDA hereby awards to the **Estancia Resort Hotel** the contract for the **Leasing of Venue for the Conduct of Training on ISO 9001:2008 Requirements and QMS Documentation** amounting to **TWO HUNDRED THIRTY EIGHT THOUSAND PESOS & 00/100 (PhP238,000.00)**, inclusive of all applicable taxes and fees.

The Contract shall cover leasing of Estancia Resort Hotel venue, provision for meals, use of function room and room accommodation for a maximum of thirty five (35) participants scheduled on February 20-22, 2013, subject to the terms and conditions stated in the contract.

Immediately upon receipt of this Notice of Award, you are required to formally enter into contract with BCDA provided, however, that all documentary requirements are complied with. Failure to enter into the said contract shall constitute a sufficient ground for the cancellation of this Award.

Thank you.

Very truly yours,


  
**AILEEN ANUNCIACION R. ZOSA**  
Executive Vice President

Conforme:

**MS. HELEN P. MANLONGAT**  
Guest Services Supervisor

Date: \_\_\_\_\_



Office of the VP for Corporate Services  
  
FA2013-0223



Bases Conversion and Development Authority

## NOTICE TO PROCEED

15 February 2013

**MS. HELEN P. MANLONGAT**

Guest Services Supervisor  
ESTANCIA RESORT HOTEL  
Zone 2 Brgy. San Jose  
Tagaytay City

Dear Ms. Manlongat:

The attached Contract having been approved, notice is hereby given to **Estancia Resort Hotel** to proceed with the lease of venue, provision for meals, use of function room and room accommodation for a maximum of thirty five (35) participants scheduled on February 20-22, 2013, for the Leasing of Venue for the Conduct of Training on ISO 9001:2008 Requirements and QMS Documentation.

Upon receipt of this notice, you shall be responsible to perform the services under the terms and conditions stated in the contract.

Very truly yours,

  
**ELEANOR L. ATIENZA**

Vice President for Corporate Services Group