

ODMD



Bases Conversion and Development Authority

**BIDS AND AWARDS COMMITTEE FOR GOODS
RESOLUTION NO. 2013 - 11**

**LEASING OF VENUE FOR THE CONDUCT OF THE FIRST SESSION OF THE DAP
TECHNICAL GUIDANCE ON BCDA QMS DOCUMENTATION**

WHEREAS, on 26 February 2013, the Management approved the conduct of the Technical Guidance on BCDA QMS Documentation with the Development Academy of the Philippines (DAP), a series of writeshop sessions which is part of the activities for the project entitled "Development of Quality Management System certifiable to ISO 9001:2008 for BCDA";

WHEREAS, the first session of said activity will be held on March 12-13, 2013 to be attended by 30 participants composed of the BCDA ISO Core Team and the DAP Training Team;

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 04 March 2013, the Organization Development and Management Department (ODMD) listed the summary of proposals from the following proponents within Metro Manila:

<u>PROPONENTS</u>	<u>PACKAGE RATE</u>
Development Academy of the Philippines	P 75,000.00
Treston International College	P 100,000.00
F1 Hotel	P 108,000.00

WHEREAS, the ODMD, in its memorandum to BAC dated 04 March 2013, recommended the leasing of Treston International College as the venue and provider of meals for the conduct of the first session of the Technical Guidance on BCDA QMS Documentation through negotiated procurement;

WHEREAS, the Lowest Calculated Bid proposal submitted by the Development Academy of the Philippines (DAP) was rated in accordance with the Guidelines for Lease of Privately-Owned Real Estate and Venue (Table of Rating Factors for Lease of Venue), and found to be unresponsive and non-compliant, being unavailable during the dates for the session;

WHEREAS, after the Lowest Calculated Bid proposal submitted by DAP was determined to be unresponsive, the second Lowest Calculated Bid proposal submitted by Treston International College was then rated in accordance with the Guidelines, and found to be responsive;


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 **TRESTON INTERNATIONAL COLLEGE**, which offered the most responsive bid in the amount of **ONE HUNDRED THOUSAND PESOS & 00/100 (P100,000.00)**, inclusive of all applicable taxes and fees, the leasing of venue and provision of meals for the conduct of the first session of the Technical Guidance on BCDA QMS Documentation on March 12-13, 2013.

RESOLVED, at the BCDA Corporate Office, this 4th day of March 2013.

BIDS AND AWARDS COMMITTEE (BAC) FOR GOODS


ELEANOR L. ATIENZA
Chairperson


BLAISE MARIE E. ALARAS
Vice-Chairperson


ELVIRA V. ESTANISLAO
Member


HEDDA LOURDES Y. RULONA
Member


PATRICK ROEHL C. FRANCISCO
Member

Approved by:


AILEEN ANUNCIACION R. ZOSA
Executive Vice President

BCDA

Bases Conversion and Development Authority

4 March 2013

TRESTON INTERNATIONAL COLLEGE

University Parkway
Bonifacio Global City
Taguig City

Subject: **NOTICE OF AWARD**
Leasing of Venue for the Conduct of the 1st Session of
the DAP Technical Guidance on BCDA QMS
Documentation

Dear **Sir/Madam**:

The BCDA hereby awards to the **Treston International College** the contract for the **Leasing of Venue for the Conduct of the 1st Session of the DAP Technical Guidance on BCDA QMS Documentation** amounting to **ONE HUNDRED THOUSAND PESOS & 00/100 (PhP100,000.00)**, inclusive of all applicable taxes and fees.

The Contract shall cover leasing of Treston International College venue, provision for meals and use of function room for a maximum of thirty (30) participants scheduled on March 12-13, 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. MARTHA R. MAPA
Marketing Manager

Date: _____



March 4, 2013

Mr. Patrick Roehl C. Francisco
ODM Department
BCDA

Dear Mr. Rivera:

We are pleased to submit this quotation for your venue and food requirement:

Package	Amount
Venue for 2 Days (March 12-13, 2013) Bar & Dining Hall, with AC Inclusive of: 13 Conference Tables 38 Chairs Projector Screen Basic Sound System with 3 microphones 1 Assigned Janitorial Staff 1 Dedicated Wifi Line	Php40,000.00
Food & Catering Service (1 Lunch & 2 Snacks/Day for 2 Days) 1 Lunch & 2 Snacks for 2 Days, good for 30 guests Free Flowing Coffee Inclusive of: Dining Tables Chairs	60,000.00
Total (Amount is VAT-inclusive)	Php100,000.00

*Quotation is Valid until March 31, 2013 only.

Should you conform with this quotation, we shall prepare a contract to finalize our agreement.

Should you have other queries, please feel free to call (02) 622-4334, (02) 819-6167, 0917-8321573 or e-mail the undersigned at mmapa@treston.edu.ph.

We look forward to being of service to you and your company here at Treston International College.

Thank you!

Sincerely,

Martha R. Mapa

Marketing Manager

Conforme:

Mr. Patrick Roehl C. Francisco
BCDA



Bases Conversion and Development Authority

NOTICE TO PROCEED

11 March 2013

MS. MARTHA R. MAPA
Marketing Manager
TRESTON INTERNATIONAL COLLEGE
University Parkway
Bonifacio Global City
Taguig City

Dear **Ms. Mapa:**

The attached Contract having been approved, notice is hereby given to **Treston International College** to proceed with the lease of venue, provision for meals, and use of function room for a maximum of thirty (30) participants scheduled on March 12-13, 2013, for the Leasing of Venue for the Conduct of the 1st Session of the DAP Technical Guidance on BCDA 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