



"Serbisyong Maagap, Mapagkalinga at Tapat tungo sa Matatag na Kordilyera"

BIDS AND AWARDS COMMITTEE RESOLUTION NO. 237 S. 2021

-NEGOTIATED PROCUREMENT- LEASE OF VENUE-

BOARD AND LODGING FOR THE ORIENTATION ON RA 11222 - BATCH 2 (KALINGA)

- WHEREAS, the Department of Social Welfare and Development-Cordillera Administrative Region (DSWD-CAR) has been granted appropriations for the BOARD AND LODGING FOR THE ORIENTATION ON RA 11222 − BATCH 2 (KALINGA) with an Approved Budget for the Contract (ABC) of Seventy Thousand Pesos Only (₱70,000.00);
- WHEREAS, in consonance with the Republic Act 9184 and its Implementing Rules and Regulations, a Project Procurement Management Plan (PPMP) which has been consolidated into the Annual Procurement Plan (APP) is in order for procurement of the programs, activities and projects for 2021;
- WHEREAS, in consonance with the Republic Act 9184, otherwise known as the Government Procurement Reform Act, in its Implementing Rules and Regulations under Section 10, provides that "all procurement shall be done through competitive bidding, except as provided in Rule XVI";
- WHEREAS, Section 48.1 of the IRR of the above cited act stipulates that "subject to prior approval of the head of procuring entity, and whenever justified by the conditions provided in this Act, the procuring entity may, in order to promote economy and efficiency, resort to any of the alternative mode of procurement;
- WHEREAS, section 53.10 of the Revised Implementing Rules and Regulations (IRR) of the RA 9184 or otherwise known as the Government Procurement Reform Act of 2002 allows the procuring entity to resort to Negotiated Procurement LEASE OF VENUE;
- WHEREAS, on the 5th day of March 2021, Request for Quotations were transmitted to the End-User;
- WHEREAS, on the 11th day of March 2021 at 12nn was the set deadline for the submission of quotations wherein three (3) price quotations were obtained from M HOTEL INC., TAMPCO INN, and KINGSQUARE DAVIDSON HOTEL AND RESTAURANT. In pursuant to the 2016 Revised IRR of RA 9184 under Lease of Venue and Small Value Procurement, the receipt of at least one (1) price quotation is sufficient to proceed with the evaluation thereof;
- WHEREAS, upon opening of the Request for Quotations held on the 21st day of April 2021, findings were listed in the summary of quotations below:

	NAME OF BIDDER	AS READ	AS CALCULATED	REMARKS
1	M HOTEL INC.	44,000.00	44,000.00	WITHIN ABC
2	TAMPCO INN	65,900.00	65,900.00	WITHIN ABC
3	KINGSQUARE DAVIDSON HOTEL AND RESTAURANT	69,000.00	69,000.00	WITHIN ABC







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WHEREAS, upon evaluation by the Bids and Awards Committee (BAC), M HOTEL INC. emerged to be the lowest bidder. Upon tabulation of the rating factor, M HOTEL INC. surpassed the passing rate of 90% wherein it garnered 100% rating from the End-User and therefore the lowest calculated bidder was found to be compliant with all the eligibility and technical requirements;

WHEREAS, based on the foregoing, the BAC resolved to recommend the award of contract M HOTEL INC., an eligible and responsive bidder;

NOW, THEREFORE, foregoing premises considered, We, the Members of the Bids and Awards Committee, hereby RESOLVED as it is hereby resolved to recommend to the Regional Director the award of contract to M HOTEL INC. which offered an amount of Forty Four Thousand Pesos Only (₱44,000.00) inclusive of all the applicable taxes and fees for the BOARD AND LODGING FOR THE ORIENTATION ON RA 11222 − BATCH 2 (KALINGA).

RESOLVED at the DSWD-CAR, 40 North Drive, Baguio City this 21st day of April 2021.

BIDS AND AWARDS COMMITTEE

Chairperson

CONCEPCION E. NAVALES
Alternate Vice Chairperson

not present Regular Member

not present Provisional Member (End-User)

ERWIN B. DADO
Provisional Member (Expert)

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APPROVED DISAPPROVED

ARNEL B. GARCIA, CESO II
Regional Director

yUB/ bev

PURCHASE ORDER

Department of Social Welfare and Development Cordillera Administrative Office

C					Annex G-5
Supplier				Purchase Order No.	
Address		TABUK CITY, KALINGA	Date Mode of Procu	Irement	5/12/2021
entlemer				rement	Lease of Venu
Nana of Da	Plea	se furnish this office the following articles subject to the terms and condition	ons herein.		
Place of Del	elivery	AS INDICATED AS SCHEDULED		Delivery Terr	
Stock/	Unit		Market Market Street	Payment Terr	
Property	Unit	Description	QTY	Cost	Total Cost
		BOARD AND LODGING FOR THE ORIENTATION ON RA 11222 - BATCH 2 (KALINGA)			
		Day 1: September 21, 2021			
	serving	Lunch	20	200.0	0 4,000.0
	serving serving	PM Snack Dinner	20	100.0	
	pax	Lodging	20	200.0	- 1
	Pan	Day 2: September 22, 2021	20	400.0	
	serving	Breakfast	20	150.0	0 3,000.0
	serving	AM Snack	20	100.0	
-	serving	Lunch	20	200.0	
	serving serving	PM Snack Dinner	20	100.0	
	pax	Lodging	20	200.0	
	-	Day 3: September 23, 2021	20	400.0	0 8,000.0
	serving	Breakfast	20	150.0	2 000 (
		TRAINING SPECIFICATIONS	20	COMPLIANCE	
		Availability			
		Venue is available on September 21-23, 2021		/	
				/	
		Locationa and Site Condition			
		The venue is accessible to transport services but not limited to taxi, tricycle and jeepney plying	within the area	/	
		The venue has parking space and automatically reserves parking slots for DSWD considering a. Small events (50 participants): at least five (5) parking slots	g the following:		
		b. Medium events (51 - 100 participants): at least 10 parking slots			
		c. Big events (101 and above participants): at least 15 parking slots			1 12
		Note: For special gathering and events (e.g. NMDC): atleast 15 parking slots			
		Neighborhood data			
777		The venue is reachable/accesible and within 500 meters radius using Google maps from near	L L		
		police stations, banks, restaurants, among others.	by nospitals,	✓	
		Establisments near the venue have no sanitation issues and do not pose health risks		/	
		The venue is at least 100 meters radius away from bars and similar establishments serving ha	ard liquors and		
		intoxicating beverages using Googgle maps.	iru ilquois ariu	1	
		Venue	A		
		Facilities and Amenities			
		Health System Requirements and Protocols			
		Undertake body temperature checking using thermal scanner at the hotel entrances for all guests/participants by qualified health or medical staff or trained hotel personnel.		/	
		Sanitizing mats are provided at the entrance of the venue for the disinfection of guest's shoes.		,	
		Physical distancing measures, hand sanitization, and respiratory etiquette must be observed w	11	✓	
		guests at the check-in counter or reception area.	hen handling	✓	
		Essential health kits such as face mask, disposable waste bag, 70% alcohol or hand sanitizer,			
		paper/paper towel, and disposable gloves should be available at the reception counter or conc	ierge	✓	
		Guest must be informed of the management policies on room occupancy, dining, and use of pr			
		imposed to ensure safety and reduce risk of infection. Physical distancing, wearing of mask, or	oper	/	
		nandwashing/hand sanitizing practice must be emphasized.			
		Guest must be provided with reminder cards, which may include the following: 1) No sharing of food or any personal or non-personal belongings; 2)Proper disposal of used PPE; 3) Mingling with occupants of other			
		rooms are not encouraged; 4) practice of basic health protocols (proper handwashing, use of f.	nts of other acemask and	✓	
		physical distancing, among others)			
		Floor markers that allows one (1) meter distance between guests on queuing must be in place physical distancing	to ensure	/	
		The venue has security measures in place (e.i. 24 hour security guard on duty and presence of	functional		
		CCTV cameras within hotel premises) to ensure safety of participants	Tunctional	✓	
		The conference/function hall is:			12 10 10 10 10 10
		a. free of use the whole activity duration. b. Function hall must adhere to 50% capacity to ensure physical distancing.			
		c. can accommodate the proposed number of attendees with distance regardless of the layout	and arragement		
		of stage, chair, and table set up using rectangular or round tables, among others. Table set up	should		
- 1		accommodate 50% of the original capacity.			
		 d. has no impediments or pillars at the center or side of the hall which may affect the view and between and among participants and learning service providers. 	interaction	✓	
		e. sanitize or disenfect the function hall daily (before starts or after the activity) to ensure cleanly	iness and		
		ordeniness.			
		f. sound proofed, well lighted, and well ventilated			
	g. Can be used from 6:00 AM - 10:00 PM without extra charges h. In light of physical distancing, seating arrangement must consider enough spacing (e. to contribute to the conduciveness		. in light of		
		of the learning environment)	23.100014011033		
		The conference/function halls have high quality sound system and equipment which includes the	ne following:	1	
			.c rollowing.		
		a. Three (3) functional wireless microphones		✓	
		b. Free use of one functional LCD Projector and screen		✓	
		c. Standby IT personnel or able technician inside the conference/function hall		/	
		Access to strong WIFI connection, to wit:			
		a. minimum of 10 mbps for usual browsing (google, you tube, social media); and		1	
		b. minimum of 30 mbps for intensive IT related activities			

(Amount in words) Forty Four Thousand Pesos Only					
		TOTAL	44,000.0		
	The place of delivery of the goods / services is within Tabuk, Kalinga.	/			
	Terms and Conditions	✓			
	Free provisions of the following learning accessories: a. real or natural flowers to be displayed at the participant's table b. candies or "pika-pika" to be served daily c. basic medicines for headche, LBM, etc. available at the front desk or reception area d. accesibility and provision of basic health kits (sanitizer or alcohol) e. Adequate supply of soaps, alcohol based sanitizer, toilet paper in the restroom must be ensured regularly f. Toilet and restrooms must be functional, cleaned, and sanitized regularly every two hours	×			
	Free two (2) signages or backdrops (Digital Signage/Display Screen) to be displayed at the conference/function hall and within the designated hotel area/premises.	✓			
	Other requirements				
	All meals have a buffer good for at least five (5) people in excess of the number indicated in the purchase order which is free of charge for activity with a mimimum of 35 participants.	✓			
	Charges on meals/snacks should be based on guaranteed number of participants on the first day and actual number of participants on succeeding days.	✓			
	AM and PM snacks are preferably indigenous or healthy snacks with a glass of coconut water or natural fruit infused juice. Please attached proposed menu with serving details to be concurred by the end-user Note: a) creamer, sugar, and the like are preferred to be in a canister rather than in sachet to comply with green procurement b.) Portioning or serving of meals is based on standard and applicable food measurement (e.g. bowl of bilo-bilo or 2 pcs of suman with 1 slice of riped mango)	✓			
	Lunch and dinner with three viands (2 meats/fish and 1 vegetable), with appetizer, soup, desserts, and drinks in a glass of healthy or fruit infused drinks	✓			
	Breakfast with mimimum of three viands, with dessert, and drinks choices of coffee, choco, milk, and tea aside from purified water	✓			
	Food station must be manned by restaurant crew or personnel and meals and snacks should be individually packed using biodegradable packaging materials.	✓			
	Catering Services (please attach suggested menu)				
	Charge upon request Sanitization kit shall be provided for each guest which may include 70% solution alcohol or alcohol based sanitizers, face mask, among others.	· /			
	Availability of free toiletries and other necesities such as soap, shampoo, toothbrush with toothpaste,rubber or re-usable slipper, bottled/pitcher water, tissue and other basic necessities like extra or thicker blanket free of	· /			
	Rooms should be sanitize daily as a standard operating procedure Free secretariat room (double sharing and one bed per person) for a mimimum of 50 confirmed participants	✓			
	Room set-up must allow convenient in-room dining for guests.	/			
	Charges are based on guaranteed reservation on the first day and actual number of participants on succeeding days and not on the number of rooms occupied.	✓			
	The hotel has the required number of rooms which can accommodate the proposed number of participants. Each room is good for 1-2 sharing with single bed (atleast 1 meter apart from next bed) per participant	✓			
	Room Accommodation				
	Availability of 3ft x 4ft white board inside the conference/function hall with two markers and whiteboard eraser throughout the activity duration	1			
	Free charging of all electronic gadgets (i.e. laptop, projector, mobile phone, among others) including free use of	1			
	extension cords the whole activity duration				

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:		
(Signature over Printed Name)	Date	ARNEL B. GARCIA, CESO II Signature over Printed Name of Authorized Official Regional Director
Bank Account Name	Bank Account Number	Designation
TIN Number *please tick tax type vat non-vat	Date of BIR Registration	/
Fund Cluster:		ORS/ BURS No. : 0 = 101101 -2011-05 -0%3, Date of the ORS/ BURS: MAY 2 1 2021 Amount: 44,000.00
ACCOUNT AND THE		