



10 April 2025

**ASTI – BIDS AND AWARDS COMMITTEE**  
**BAC Resolution No.: 25-04-043**

**RECOMMENDING THE RENEWAL OF CONTRACT BETWEEN THE DEPARTMENT OF SCIENCE AND TECHNOLOGY (DOST) – ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE (ASTI) AND AMALGATED CAP (ACI) INCORPORATED FOR THREE (3) MONTHS LEASE OF OFFICE SPACE AND STORAGE UNIT OF ALAM-LSI PROJECT**

Purchase Request No.	:	<b>ALAM-25-03-20811</b>
Date of Purchase Request	:	<b>12 March 2025</b>
Approved Budget for the Contract	:	<b>₱621,059.16</b>

**WHEREAS**, on **08 April 2025**, the DOST-ASTI BAC received **Purchase Request No. ALAM-25-03-20811** dated **12 March 2025** and a Memorandum dated **04 March 2024** addressed to the DOST-ASTI BAC with Cost-Benefit Analysis (CBA), for the “**Renewal of Lease of Office Space and Storage Unit of ALaM-LSI Project**”, which was included in the DOST-ASTI **Annual Procurement Plan No. 4 for Fiscal Year 2025**, with an Approved Budget for the Contract amounting to **Six Hundred Twenty-One Thousand Fifty-Nine Pesos and 16/100 Only (₱621,059.16)**, viz:

Item No.	Description	Quantity	Unit	Unit Cost	Total Amount
1	Renewal of Lease of Office Space and Storage Unit of ALaM-LSI Project	3	Months	₱207,019.72	₱621,059.16

**WHEREAS**, Appendix 37 of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184 or the “Guidelines on Renewal of Regular Recurring Services” allows renewal of procurement projects which are regular and recurring, specifically:

- 1) Defined under Department of Budget and Management National Budget Circular No. 570, s. 2017 and other issuances that may be issued for the purpose, such as (i) janitorial services; (ii) security services; (iii) telecommunication requirements; (iv) supply of drinking water; and (v) rental of office space, venue, and equipment;
- 2) Which by their nature are deemed essential, indispensable, or necessary to the day-to-day operations of the Procuring Entity (PE); or
- 3) Procured repeatedly by the PE in the last three (3) years.”

**WHEREAS**, the DOST-ASTI has an existing contract for the Lease of Office Space and Storage Unit of ALaM-LSI Project, which expired on 31 March 2025;

**WHEREAS**, the original contract of the Lease of Office Space and Storage Unit was awarded pursuant to Section 53.10 Negotiated Procurement – Lease of Real Property and Venue of the 2016 revised IRR of RA No. 9184;

**WHEREAS**, in the submitted Memorandum, the end-user manifested that the renewal of lease would be advantageous for the DOST-ASTI to streamline project operational costs by reducing expenses and labor associated with relocating to a new property, especially consideration to the last remaining quarter of project implementation;

**WHEREAS**, a market study was conducted by the end-user unit showing that other lessor/s offers higher rates compared to **Amalgated Cap (ACI) Incorporated**;

**WHEREAS**, based on the performance evaluation conducted by the end-user, **Amalgated Cap (ACI) Incorporated** garnered a score of eighty-six (86) points showing a Satisfactory performance;

**WHEREAS**, all the documentary requirements of **Amalgated Cap (ACI) Incorporated** are current and updated;

**WHEREAS**, the end-user requested for three (3) months renewal of contract based on the documents submitted, particularly from 01 April 2025 to 30 June 2025;

**WHEREAS**, the DOST-ASTI BAC perceived that the renewal of **Amalgated Cap (ACI) Incorporated** contract remains most advantageous to the PE;

**NOW, THEREFORE**, WE, the Members of the DOST-ASTI BAC, hereby **RESOLVE** to recommend to the Head of Procuring Entity to approve the **Renewal of Contract of Lease of Office Space and Storage Unit of ALaM-LSI Project** entered into by and between the **DOST-ASTI** and **Amalgated Cap (ACI) Incorporated**, with a total contract price amounting to **Six Hundred Twenty-One Thousand Fifty-Nine Pesos and 16/100 Only (P621,059.16)**.

**DONE** in Quezon City, this 10<sup>th</sup> day of April 2025.

**JOANNA G. SYJUCO**  
End-user

**MERYL REGINE L. ALGODON, Ph.D.**  
BAC Member

On leave

**RAMON VANN CLEFF B. RARO**  
BAC Member

**PHILIP A. MARTINEZ**  
BAC Member

**JAYMAR L. JARINA**  
BAC Member

**BAYANI BENJAMIN R. LARA**  
BAC Vice Chairperson

**JEFFREY A. ABOROT**  
BAC Chairperson

APPROVED/DISAPPROVED:

**FRANZ A. DE LEON, Ph.D.**  
Director, DOST-ASTI