



18 January 2023

**ASTI – BIDS AND AWARDS COMMITTEE
BAC Resolution No. 23-01-008**

**RECOMMENDING THE AWARD OF CONTRACT TO THE ORCHARD HOTEL BAGUIO FOR THE
LEASE OF VENUE, INCLUDING MEALS AND LEASE OF ROOM ACCOMMODATIONS, FOR THE
DOST-ASTI STRATEGIC PLANNING WORKSHOP 2023**

Purchase Request No. : **GAA-23-01-15925**

Date of Purchase Request : **05 January 2023**

Request for Quotation No. : **23-01-4243**

Solicitation No. : **23-01-4243**

PhilGEPS Reference No. : **9399334**

Approved Budget for the Contract : **₱397,254.00**

WHEREAS, the Office of the Director submitted to the DOST-ASTI Bids and Awards Committee (BAC) **Purchase Request No. GAA-23-01-15925 for the Lease of Venue, including Meals and Room Accommodations, for the DOST-ASTI Strategic Planning Workshop 2023**, which was included in the **DOST-ASTI Annual Procurement Plan No. 1 for Fiscal Year 2023** and shall be undertaken through Section 53.10 (Lease of Venue) of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184;

WHEREAS, the **Lease of Venue, including Meals and Room Accommodations**, shall be conducted within **Baguio** from **25 to 27 January 2023 (Tentative Schedule)**, with an Approved Budget for the Contract (ABC) amounting to **Three Hundred Ninety-Seven Thousand Two Hundred Fifty-Four Pesos Only (₱397,254.00)**

WHEREAS, it is preferred that government agencies lease publicly-owned real property or venue from other government agencies. However, in a Memorandum dated 09 January 2023, the end-user unit justified that leasing a privately-owned venue is more advantageous than leasing a government-owned venue. Likewise, in support of its position, the end-user unit conducted market research and submitted a cost-benefit analysis;

WHEREAS, the Consolidated Guidelines for the Alternative Methods of Procurement, item V-D 9(c)(ii)(a) of Annex "H" in the 2016 revised IRR of RA No. 9184 provides that "the BAC shall send the RFQ to at least three (3) venues within the vicinity of the selected location. Receipt of at least one (1) quotation is sufficient to proceed with the evaluation thereof";

WHEREAS, on 12 January 2023, the DOST-ASTI BAC, through its Secretariat initiated the procurement activity by publishing a Request for Quotation (RFQ) and inviting three (3) prospective lessors, namely: (1) Le Monet Hotel; (2) The Orchard Hotel Baguio; and (3) Forest Lodge at Camp John Hay;

WHEREAS, before the deadline for submission of quotation on 16 January 2023, 2:00 PM, three (3) bidders submitted their respective quotations, viz: (1) The Orchard Hotel Baguio; (2) Paladin Hotel; and (3) Stern Real Estate Development Corp.;

WHEREAS, **Paladin Hotel**, the lessor with the Lowest Calculated Quotation (LCQ) did not submit Mayor's/Business Permit or proof of renewal of its Mayor's/Business Permit and, thus, was rated as "failed";

WHEREAS, the end-user and the DOST-ASTI BAC evaluated the venue being offered by **The Orchard Hotel Baguio** being the lessor with the second LCQ;

WHEREAS, upon careful review and evaluation of the DOST-ASTI BAC on the legal requirements submitted by the prospective lessor, it was evidenced that **The Orchard Hotel Baguio** complied with the eligibility requirements. Likewise, the DOST-ASTI BAC determined that the financial proposal submitted by **The Orchard Hotel Baguio** in the amount of **Two Hundred Forty-Four Thousand Eight Hundred Eighty**

Pesos Only (₱244,880.00), inclusive of all government taxes and fees, is within the ABC and, thus, compliant with the financial requirement;

WHEREAS, the venue being offered by **The Orchard Hotel Baguio** was rated by the end-user unit in accordance with the technical specifications prepared pursuant to Appendix B (Rating Factors and Determination of Reasonableness of Rental Rates) of the Consolidated Guidelines for the Alternative Methods of Procurement;

WHEREAS, upon review and evaluation of the compliance with the technical requirements of the procurement project, **The Orchard Hotel Baguio** was determined to be the **Lowest Calculated and Responsive Quotation**; and

WHEREAS, Section 12 of RA No. 9184 provides that the BAC shall, among other matters, recommend the award of contracts to the Head of the Procuring Entity (HoPE) or his/her duly authorized representative.

WHEREFORE, the **DOST-ASTI BAC RESOLVES**, as it is hereby **RESOLVED**, to recommend to the **DOST-ASTI HoPE**, for his approval, to award the contract for the **LEASE OF VENUE, INCLUDING MEALS AND ROOM ACCOMMODATIONS**, for the conduct of the **DOST-ASTI STRATEGIC PLANNING WORKSHOP 2023**, through **NEGOTIATED PROCUREMENT UNDER SECTION 53.10 LEASE OF REAL PROPERTY AND VENUE**, to **THE ORCHARD HOTEL BAGUIO**, with a total bid amount of **TWO HUNDRED FORTY-FOUR THOUSAND EIGHT HUNDRED EIGHTY PESOS ONLY (₱244,880.00)**, inclusive of all government taxes and fees.

Done in Quezon City, Philippines, this 18th day of January 2023.

EMMA P. JUCO
End-user

GIRLIE D. FERNANDEZ
BAC Member

JAYSON C. HERNANDEZ
BAC Member

JOVEN C. JAVIER
BAC Member

ROXANNE S. AVIÑANTE
BAC Member

BAYANI BENJAMIN R. LARA
BAC Vice Chairperson

EMMANUEL P. BALINTEC
BAC Chairperson

APPROVED/DISAPPROVED:

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

/bac-sec/vrs/kbr