



25 April 2023

**ASTI – BIDS AND AWARDS COMMITTEE
BAC Resolution No. 23-04-057**

DECLARING THE HIGHEST RATED AND RESPONSIVE QUOTATION AND RECOMMENDING THE AWARD OF CONTRACT TO YAN AND SOTTO ARCHITECTS AND BUILDERS FOR THE CONSULTANCY SERVICES FOR WATER PUMP AND ELEVATION OF WATER TANK

Purchase Request No.	: GAA-23-01-15944
Date of Purchase Request	: 03 March 2023
Request for Expression of Interest No.	: CONS-2023-03-001
Solicitation No.	: 2023-03-001
PhilGEPS Reference No.	: 9609839
Approved Budget for the Contract	: ₱371,250.00

WHEREAS, the Finance and Administrative Division submitted to the DOST-ASTI Bids and Awards Committee (BAC), Purchase Request No. GAA-23-01-15944 dated 03 March 2023 for the Consultancy Services for Water Pump and Elevation of Water Tank with an Approved Budget for the Contract (ABC) amounting Three Hundred Seventy-One Thousand Two Hundred Fifty Pesos Only (₱371,250.00), which was included in the Supplemental Annual Procurement Plan (APP) No. 05 for Fiscal Year 2023;

WHEREAS, the mode of procurement is based on Item No. 8, Annex “H” of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, which provides that the Procuring Entity may resort to Small Value Procurement to promote economy and efficiency if the ABC does not exceed One Million Pesos (₱1,000,000.00);

WHEREAS, on **28 March 2023**, the DOST-ASTI BAC published the Request for Expression of Interest (RFEI) and invited three (3) Consulting Firms of known qualifications to participate in said procurement, namely: **(1) Yan and Sotto Architects and Builders, (2) NGT Water Pump Services, and (3) VVR Engineering Design Services;**

WHEREAS, before the lapse of the deadline for submission of Expression of Interest and Eligibility Documents on **31 March 2023, 4:00 PM**, only one (1) consulting firm submitted a sealed envelope containing said requirements, particularly **Yan and Sotto Architects and Builders;**

WHEREAS, on **03 April 2023, 1:30 PM**, the DOST-ASTI BAC opened the sealed envelopes of the prospective bidders to determine their compliance with the eligibility requirements provided in the RFEI. The DOST-ASTI BAC examined the submitted documents of the prospective bidders versus a checklist in order to ascertain if the required documents were all submitted, using a non-discretionary “pass/fail” criterion;

WHEREAS, the BAC proceeded with the shortlisting evaluation of the eligible prospective bidders pursuant to Section 24.5 of the 2016 revised IRR of RA No. 9184 using the following criteria reflected in the RFEI:

Criteria	Weight
Applicable experience of consultants	50
Qualification of personnel to be assigned to the job	30
Current workload capacity	20
Total	20

The minimum score required is seventy-five (75).

WHEREAS, on the same day, the DOST-ASTI BAC evaluated the prospective bidders, and **Yan and Sotto Architects and Builders** was able to meet the minimum score of for shortlisting consultants for the procurement project. The consulting firms obtained the following total scores, which are above the minimum score of seventy-five (75) as set in the RFEI:

CONSULTING FIRM	AVERAGE SCORE	REMARKS
Yan and Sotto Architects and Builders	90	PASSED

WHEREAS, on **05 April 2023**, the DOST-ASTI BAC issued a Notice of Eligibility and Shortlisting to **Yan and Sotto Architects and Builders** for subject procurement project;

WHEREAS, Yan and Sotto Architects and Builders is required to submit its technical and financial bids on or before **13 April 2023, 4:00 PM**. **Yan and Sotto Architects and Builders** submitted its envelope prior to the scheduled deadline of submission;

WHEREAS, on 14 April 2023, 9:00 AM, the DOST-ASTI BAC opened the envelope containing the technical and financial proposals of the bidder to determine its compliance with the technical requirements stated in the RFEI using a non-discretionary “pass/fail” criterion;

WHEREAS, the DOST-ASTI BAC evaluated the documents submitted by **Yan and Sotto Architects and Builders** using the Quality-Based Evaluation, Individual Evaluation Process;

WHEREAS, on 24 April 2023, the DOST-ASTI BAC convened to tabulate, disregard the highest and lowest rates, and average and calculate all the remaining rates pursuant Section 33.2 of the 2016 revised IRR of RA No. 9184 the bidders obtained the following total scores:

CONSULTANCY FIRM	RATING	RANK
Yan and Sotto Architects and Builders	75	1 st Single Rated Bid (SRB)

WHEREAS, on the same day, pursuant to the provisions of the revised IRR of RA 9184 on the Procedures for Consulting Services using a Quality-Based Evaluation Procedure, the DOST-ASTI BAC and **Yan and Sotto Architects and Builders**, the SRB, held a negotiation;

WHEREAS, upon careful examination, validation, and verification of all the eligibility, technical and financial requirements submitted by **Yan and Sotto Architects and Builders** by the End-user representatives and the DOST-ASTI BAC, the quotation of said bidder was deemed compliant with all the requirements and conditions specified in the DOST-ASTI procurement documents, hence making its quotation as the **Single Rated Responsive Quotation**; and

WHEREAS, Section 12.1(h) of the 2016 revised IRR of RA No. 9184 empowers the BAC to recommend the award of contract to the HoPE or his/her duly authorized representative.

NOW, THEREFORE, on the basis of the foregoing, **WE**, the members of the BAC, hereby recommend to the Director to **AWARD THE CONTRACT** via Small Value Procurement to the **YAN AND SOTTO ARCHITECTS AND BUILDERS** for the **CONSULTANCY SERVICES FOR WATER PUMP AND ELEVATION OF WATER TANK**, with a total contract price amounting to **THREE HUNDRED SEVENTY-ONE THOUSAND TWO HUDNRED FIFTY PESOS ONLY (₱371,250.00)**.

RESOLVED, at the DOST-ASTI, Quezon City, this 25th day of April 2023.

MAY C. CAYABAN
End-user

LESTER MAE D. MELENDREZ
BAC Member

HAROLD BRYAN S. PALER
BAC Member

MERYL REGINE L. ALGODON
BAC Member

PHILIP A. MARTINEZ
BAC Member

JEFFREY A. ABOROT
BAC Vice Chairperson

BAYANI BENJAMIN R. LARA
BAC Chairperson

APPROVED/DISAPPROVED:

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

/bac-sec/kbr