

DEPARTMENT OF SCIENCE AND TECHNOLOGY ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE





10 December 2024

ASTI – BIDS AND AWARDS COMMITTEE BAC Resolution No.: 24-12-285-EPA

RECOMMENDING THE EXTENSION OF CONTRACT BETWEEN THE DEPARTMENT OF SCIENCE AND TECHNOLOGY (DOST) – ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE (ASTI) AND SMART COMMUNICATIONS, INC. FOR THE SUPPLY AND DELIVERY OF VARIOUS MOBILE COMMUNICATION PLANS

Purchase Request No. : GAA-24-09-20003

Date of Purchase Request : 15 July 2024

Approved Budget for the Contract : ₱9,000.00

WHEREAS, the Solutions and Services Engineering Division submitted to the DOST-ASTI Bids and Awards Committee (BAC) Purchase Request No. GAA-24-09-20003 dated 15 July 2024, for the "Contract Extension of Various Mobile Communication Plans", with an Approved Budget for the Contract (ABC) amounting to Nine Thousand Pesos Only (₱9,000.00), *viz*:

Item No.	Description	Quantity	Unit	Unit Cost	Total Amount
1	Extension of Mobile Communication Plan	3	Months	300.00	900.00
2	Extension of Mobile Communication Plan	3	Months	300.00	900.00
3	Extension of Mobile Communication Plan	3	Months	2,100.00	6,300.00
4	Extension of Mobile Communication Plan	3	Months	300.00	900.00
TOTAL ABC					

WHEREAS, the aforesaid mobile communication plans are included in the Fiscal Year 2025 Indicative Annual Procurement Plan (APP) of the DOST-ASTI;

WHEREAS, the end-user submitted a Memorandum dated **15 July 2024** and Cost-Benefit Analysis (CBA) to the DOST-ASTI BAC for said purpose. The end-user manifested that the extension of contract with is necessary to avoid interruption of services;

WHEREAS, in the performance evaluation conducted by the end-user, Smart Communications, Inc. garnered eighty-eight (88) points which showed its beyond satisfactory performance;

WHEREAS, pursuant to Appendix 37 of the 2016 revised IRR of RA No. 9184 or the "Guidelines on Renewal of Regular Recurring Services", the renewal of contract may be undertaken as an Early Procurement Activity following Sections 7.5 and 7.6 of the 2016 revised IRR of RA No. 9184;

WHEREAS, said Guidelines cover 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 extension of contract for Regular and Recurring Services is allowed in the same Guidelines, to avoid any interruption of service, if the "PE has commenced with another procurement or the renewal process but was unable to award a new contract or renew the existing contract";

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ASTI – FM 03-13 REV 3 / 22 November 2023 **WHEREAS**, the procurement for replacement SIM cards shall only commence in 2025 as Negotiated Procurement – Small Value Procurement (Section 53.9) is ineligible for EPA;

WHEREAS, the DOST-ASTI BAC validated the CBA, performance evaluation, and the updated eligibility documents of the service provider;

WHEREAS, the DOST-ASTI BAC perceived that the extension of **Smart Communications**, **Inc.'s** contract remains most advantageous to the PE;

NOW, THEREFORE, for and in consideration of the foregoing, WE, the members of the DOST-ASTI BAC, hereby RESOLVE, as it is hereby RESOLVED to recommend to the Head of the Procuring Entitty, the following:

- 1) Inclusion of the extension of contract in the final and approved Fiscal Year 2025 APP of the DOST-ASTI;
- 2) Approve the extension of contract with **Smart Communications, Inc.**, for three (3) months, specifically from 01 January 2025 to 31 March 2025, for the following mobile communication plans:

Item No.	Description	Quantity	Unit	Unit Cost	Total Amount
1	Extension of Mobile Communication Plan	3	Months	300.00	900.00
2	Extension of Mobile Communication Plan	3	Months	300.00	900.00
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4	Extension of Mobile Communication Plan	3	Months	300.00	900.00
TOTAL AMOUNT					

- 3) Issue a Notice of Extension for the purpose; and
- Execute an extension contract or purchase order after receipt of the duly signed Notice of Extension from supplier.

DONE in Quezon City this 10th day of December 2024.

JOVEN C. JAVIER End-user

NARCISA JUVILYN C. CASTAÑEDA BAC Member HAROLD BRYAN S. PALER BAC Member

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

PHILIP A. MARTINEZ
BAC Member

JEFFREY A. ABOROTBAC Vice Chairperson

BAYANI BENJAMIN R. LARA BAC Chairperson



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

/bac-sec/sdda/kbr