



BAC Resolution No. 2023-042

RECOMMENDING THE AWARD OF CONTRACT TO HOTEL IVORY FOR THE LEASE OF VENUE, MEALS AND ACCOMMODATIONS FOR THE CONDUCT OF TRAINING TO LAW ENFORCEMENT OFFICERS ON CASE BUILD-UP BY DOJ PROSECUTORS ON OCTOBER 23-25, 2023

WHEREAS, the **DEPARTMENT OF JUSTICE-NATIONAL PROSECUTION SERVICE (DOJ-NPS) Region 02** will conduct training sessions for law enforcement officers on October 23-25, 2023 in Tuguegarao City, Cagayan;

WHEREAS, in a letter dated August 07, 2023¹, the End-user requested for live-in training sessions thus the participants and the trainers shall be provided not only with meals and snacks but also hotel accommodations as well for the entire duration thereof;

WHEREAS, again in a letter dated September 14, 2023², the End-user representative verified that there are no government facilities available in Tuguegarao City, Cagayan that could accommodate the participants and their needs thus the necessity to bid on privately-owned venues;

WHEREAS, with an allotted budget of **Two Hundred Thirty-Seven Thousand Five Hundred Pesos (Php 237,500.00)** for hotel accommodations, meals, snacks and lease of venue, the bidding was undertaken following Section 53.10 (Lease of Venue), in relation to Item (9).(c).(ii) of Annex "H", under the Negotiated Procurement method of 2016 Revised IRR of R.A. 9184;

WHEREAS, Section 54.2 of the same IRR excludes the procurement for the lease of venue from the posting requirement of the Request for Quotation (RFQ) at the PhilGEPs website, website of the procuring entity, and at any conspicuous place in the premises of the procuring entity;

WHEREAS, however, in lieu of the posting requirement, the Government Procurement Policy Board (GPPB) Resolution No. 08-2009 requires the RFQ to be sent to at least three (3) lessors of known qualifications thus the Committee, through its End-user, disseminated the RFQ to different reputable establishments and hotels within the locality;

¹ Annex A

² Annex B



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WHEREAS, five (5) lessors responded and submitted their respective bids to the Committee, to wit:

| ABSTRACT OF CANVASS | | | | | | | |
|---------------------|------|---|------------------------------------|------------------------------------|------------------------------------|-------------------|-------------------|
| Qty | Unit | Article/Supplies Description | NAME OF SUPPLIER | | | | |
| | | | Hotel Ivory | Las Palmas | Crown Pavilion | Patio Enrico | Hotel Carmelita |
| 2 | unit | A. Use of Conference Hall/Facilities October 23-25, 2023 | Php 10,000.00 (5000/Hall) | Php 15,000.00 (7500/Hall) | Php 10,000.00 (5000/Hall) | Can't accommodate | Can't accommodate |
| | | B. Food/Meals October 23, 2023 | | | | | |
| 50 | pax | Day 1-AM snack, lunch and PM snack, dinner October 24, 2023 | Php 45,000.00 (900.00/pax) | Php 45,000.00 (900.00/pax) | Php 65,000.00 (1,300.00/pax) | Can't accommodate | Can't accommodate |
| 50 | pax | Day 2-Breakfast, AM Snack, lunch and pm snack, dinner October 25, 2023 | Php 59,000.00 (1,180.00/pax) | Php 60,000.00 (1,200.00/pax) | Php 75,000.00 (1,500.00/pax) | Can't accommodate | Can't accommodate |
| 50 | pax | Day 3-Breakfast, AM snack, and lunch C. Accommodation October 23-25, 2023 | Php 36,500.00 (730.00/pax) | Php 35,500.00 (710.00/pax) | Php 42,500.00 (850.00/pax) | Can't accommodate | Can't accommodate |
| 50 | pax | 2-3 persons per room, air-conditioned with adequate lightning, with toilet and bath, with running water and have hot and cold shower, preferably with Tv set including the provision of beddings and towels D. Other requirements by the END USER. Free Flowing Coffee and Water | Php 75,000.00 (750.00/pax) | Php 75,000.00 (750.00/pax) | Php 90,000.00 (900.00/pax) | Can't accommodate | Can't accommodate |
| TOTAL | | | Php 225,500.00 | Php 230,500.00 | Php 282,500.00 | Can't accommodate | Can't accommodate |

NOW, THEREFORE, after thorough deliberation, the Committee **RESOLVES**, as it hereby resolves, to **RECOMMEND** the following:



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1. Under **DOJ Department Order No. 779** dated November 27, 2019 ("Guidelines in the Payment of Meal Expenses During meetings and Local Travels"), the authorized ceiling rates for meal and snack expenses are as follows:
 - A.M./P.M. Snacks-not more than **Php 150/person**
 - Lunch/Dinner-not more than **Php 300/person**.
2. Based on the foregoing Abstract, **Patio Enrico** and **Hotel Carmelita** could not accommodate the said training sessions thus both were excluded from the bidding. **Crown Pavillion**, on the other hand, exceeded the Approved Budget of Contract (ABC), leaving **Las Palmas** and **Hotel Ivory** as the remaining bidders, with the latter submitting the lowest proposal amounting to **Two Hundred Twenty-Five Thousand Five Hundred pesos (Php 225,500.00)**.
3. Furthermore, the Committee determined that not only is **Hotel Ivory's** bid lower than the ABC but the same is also compliant with all the specifications prescribed by the Committee, especially on the meals and snacks ceiling rate;
4. In view of the following considerations, the Committee finds the bid of **Hotel Ivory** for the lease of the venue, meals and room accommodations, as the lowest calculated and responsive bid and is most advantageous to the government.

NOW THEREFORE, after thorough deliberation the Bids and Awards Committee **RESOLVES**, as it hereby resolves, to **RECOMMEND** the awarding of the contract to **Hotel Ivory** for the lease of venue with meals and room accommodations for the conduct of training sessions to law enforcement officers on case build-up by DOJ Prosecutors on October 23-25, 2023, amounting to **Two Hundred Twenty-Five Thousand Five Hundred pesos (Php 225,500.00)**;

RESOLVED FURTHER, that Notices of Award and to Proceed be forthwith issued to **Hotel Ivory** upon the approval of these findings and recommendations by the Head of Procuring Entity, following the procedures prescribed in R.A. No 9184 and its 2016 Revised Implementing Rules and Regulations.




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RESOLVED this 25th day of September 2023 at the DOJ-NPS Region 2 Building, No. 05 Dalan na Angicacua, Regional Government Center, Carig Sur, Tuguegarao City, Cagayan.


RODOLFO M. BANATAO, JR.
BAC Chairperson


GIERNE GAIL Q. DISCIPULO-GUZMAN
Vice Chairperson


ROBIN B. BARICAUA
Member


MARIA LIZA A. GUZMAN
Provisional Member
Technical Representative


SUSAN M. FLORES-DANA O
Provisional Member
End-User Representative

Approved by:


ROMMEL C. BALIGOD
Regional Prosecutor