



BIDS AND AWARDS COMMITTEE
Resolution No. 2025-019

**DECLARE RESPONSIVENESS AND RECOMMEND TO AWARD THE
CONTRACT FOR THE LEASE OF VENUE INCLUDING FOODS AND
ACCOMMODATION FOR THE CONDUCT OF TCIM COORDINATORS
MEETING ON APRIL 2-4, 2025 IN METRO MANILA (REPOST) WITH
REFERENCE NO. RFQ CO-25-002LOV-A**

WHEREAS, the Social Advocacy and Training Division (SATD), as the End-User-Unit (EUU), requested the procurement for the **LEASE OF VENUE INCLUDING FOODS AND ACCOMMODATION FOR THE CONDUCT OF TCIM COORDINATORS MEETING ON APRIL 2-4, 2025 IN METRO MANILA (REPOST)** with a total Approved Budget for the Contract (ABC) of **TWO HUNDRED ELEVEN THOUSAND TWO HUNDRED PESOS (Php211,200.00)**, inclusive of all applicable taxes and other charges;

WHEREAS, on 26 February 2025, the Bids and Awards Committee (BAC) Secretariat certified its inclusion in the 2025 Annual Procurement Plan (APP);

WHEREAS, on 27 February 2025, the Finance Division certified that funds are available for the procurement of the project;

WHEREAS, on 03 March 2025, the BAC Secretariat received approved Purchase Request No. 25-02-0019 from the EUU;

WHEREAS, the project was first posted on 05 March 2025, and the BAC declared failure of procurement through a BAC Resolution No. 2025-016 dated 10 March 2025;

WHEREAS, on 11 March 2025, the BAC Secretariat re-drafted the Request for Quotation (RFQ) for the project and sent it to the BAC for further review, comments, and approval;

WHEREAS, on 12 March 2025, receiving no objections after further review by the BAC and EUU, the BAC Secretariat sent 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 in accordance with Annex "H" V(D)(9)(c.ii)(a) of the Updated 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (RA 9184);

WHEREAS, on the same date, the BAC Secretariat sent the RFQ to the prospective lessors identified by the EUU, namely, **ARDEN HILLS SUITES CORPORATION, NOVOTEL MANILA ARANETA CITY, PARK INN BY RADISSON NORTH EDSA, SEDA HOTELS, CITYSTATE TOWER HOTEL, HIVE HOTEL, THE BLULANE HOTEL INCORPORATED, and THE BAYLEAF HOTEL (INTRAMUROS)**;

WHEREAS, lone lessor, **ARDEN HILLS SUITES CORPORATION**, submitted its quotation through manual submission within the prescribed deadline of submission, which was on 17 March 2025, 12:00 NN;

WHEREAS, after the deadline of submission and receipt of quotations, the BAC Secretariat routed the submitted quotations to Technical Working Group (TWG) for evaluation, eligibility, and verification, and to ascertain the documents requirements;

WHEREAS, on 24 March 2025, the TWG submitted its Evaluation Report on the Legal/Eligibility, Technical, and Financial Requirements of the project, and **ARDEN HILLS SUITES CORPORATION**,



was found to be **compliant** to all the eligibility, technical, and financial requirements of the project.
(Please see *Technical and Financial Evaluation Report of the TWG*):

WHEREAS, on the same date, the BAC reviewed and confirmed the findings of the TWG. As there is no impending issue relative to the quotation of **ARDEN HILLS SUITES CORPORATION**, the BAC declared it as the lessor with the **Single Calculated and Responsive Quotation (SCRQ)** for the above-mentioned project and proceeded to recommend the awarding of the contract.


RESOLUTION

NOW THEREFORE, in the view of the foregoing, the members of the Bids and Awards Committee, hereby **RESOLVE AS IT IS HEREBY RESOLVED**, to:

1. Declare **ARDEN HILLS SUITES CORPORATION** as the lessor with the **Single Calculated and Responsive Quotation** for the **LEASE OF VENUE INCLUDING FOODS AND ACCOMMODATION FOR THE CONDUCT OF TCIM COORDINATORS MEETING ON APRIL 2-4, 2025 IN METRO MANILA (REPOST)** with Reference No. RFQ CO-25-002LOV-A, and
2. Recommend to the Head of the Procuring Entity the awarding of contract to **ARDEN HILLS SUITES CORPORATION** for the **LEASE OF VENUE INCLUDING FOODS AND ACCOMMODATION FOR THE CONDUCT OF TCIM COORDINATORS MEETING ON APRIL 2-4, 2025 IN METRO MANILA (REPOST)** with total contract amount of **TWO HUNDRED ELEVEN THOUSAND ONE HUNDRED SEVENTY PESOS (PHP211,170.00)**, inclusive of all applicable taxes and other charges.

Adopted this 24th day of March 2025 in Quezon City, Philippines.


ATTY. KEENTH N. ALMEÑE
Chairperson


DR. FROILAINNE A. DELACRUZ
Vice Chairperson


MS. MA. OFELIA G. INFANTE
Member


MS. EMELINE ROSE R. MARIANO
Member


MS. SHEILA V. PATIÑO
Member

Approved by:


MA. TERESA C. INIGO, MD, FPCAM, CESE
Director General
HEAD OF PROCURING ENTITY