



BIDS AND AWARDS COMMITTEE
Resolution No. 2025-035

**DECLARE RESPONSIVENESS AND RECOMMEND TO AWARD THE
CONTRACT FOR THE LEASE OF VENUE INCLUDING MEALS AND
ACCOMMODATION FOR THE ASEAN EVENTS ON AUGUST 11-16,
2025 WITHIN METRO MANILA WITH REFERENCE NO. RFQ CO-25-
003LOV**

WHEREAS, the Research and Development Division (RDD), as the End-User-Unit (EUU), requested the procurement for the **LEASE OF VENUE INCLUDING MEALS AND ACCOMMODATION FOR THE ASEAN EVENTS ON AUGUST 11-16, 2025 WITHIN METRO MANILA** with a total Approved Budget for the Contract (ABC) of **FOUR MILLION THREE HUNDRED EIGHTY-FOUR THOUSAND THREE HUNDRED PESOS (PhP4,384,300.00)**, inclusive of all applicable taxes and other charges;

WHEREAS, on 06 May 2025, the Bids and Awards Committee (BAC) Secretariat certified its inclusion in the 2025 Annual Procurement Plan (APP);

WHEREAS, on the same date, the Finance Division certified that funds are available for the procurement of the project;

WHEREAS, on 07 May 2025, the BAC Secretariat received approved Purchase Request No. 25-04-0074 from the EUU;

WHEREAS, on 08 May 2025, the BAC Secretariat drafted the Request for Quotation (RFQ) for the project and sent it to the BAC for further review, comments, and approval;

WHEREAS, on 09 May 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, **SM PRIME HOLDINGS INC. CONRAD MANILA, FRONTIER ORTIGAS HOTEL AND RESORT CORPORATION (MARCO POLO), HILTON MANILA HOTEL, GRAND HYATT MANILA, DISCOVERY SUITES HOTEL, and THE BAYLEAF HOTEL (INTRAMUROS)**;

WHEREAS, two (2) lessors, **SM PRIME HOLDINGS INC. CONRAD MANILA (16 May 2025, 10:12 AM)** and **FRONTIER ORTIGAS HOTEL AND RESORT CORPORATION (MARCO POLO) (15 May 2025, 1:04 PM)**, submitted their quotations through online submission **within** the prescribed deadline of submission, which was on 16 May 2025, 12:00 NN;

WHEREAS, two (2) lessors, **THE BAYLEAF HOTEL (INTRAMUROS) (16 May 2025, 3:24 PM)** and **HILTON MANILA HOTEL (16 May 2025, 5:04 PM)**, submitted their quotations through online submission **beyond** the prescribed deadline of submission, which was on 16 May 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;



Republic of the Philippines
DEPARTMENT OF HEALTH
*Philippine Institute of Traditional and
Alternative Health Care*



WHEREAS, on 22 May 2025, the TWG submitted its Evaluation Report on the Legal/Eligibility, Technical, and Financial Requirements of the project, and **SM PRIME HOLDINGS INC. CONRAD MANILA**, 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 TWG submitted its Evaluation Report on the Legal/Eligibility, Technical, and Financial Requirements of the project, and **FRONTIER ORTIGAS HOTEL AND RESORT CORPORATION (MARCO POLO)**, was found to be **non-compliant** to all the eligibility, technical, and financial requirements of the project. *(Please see Technical and Financial Evaluation Report of the TWG);*

Bidder(s)	Eligibility Requirement	Technical Requirements	Financial Requirements Bid Amount (in PHP)	Rank	Remarks Deadline of Submission, May 16, 12:00 Noon
SM PRIME HOLDINGS INC. CONRAD MANILA	Eligible	Passed – 98.8%	Passed – 4,299,900.00	Lone	Passed
FRONTIER ORTIGAS HOTEL AND RESORT CORPORATION (MARCO POLO)	Eligible	Passed – 97.75%	Failed – 4,384,300.00	--	Failed, submitted AITR FY 2022 instead of AITR FY 2024
THE BAYLEAF HOTEL (INTRAMUROS)	Did not open			--	Rejected. Submitted dated 16 May 2025, 3:24 PM
HILTON MANILA HOTEL	Did not open			--	Rejected. Submitted dated 16 May 2025, 5:04 PM
DISCOVERY SUITES HOTEL	--	--	--	--	Invited but did not submit quotation
GRAND HYATT MANILA	--	--	--	--	Invited but did not submit quotation

WHEREAS, on 26 May 2025, the BAC reviewed and confirmed the findings of the TWG. As there is no impending issue relative to the quotation of **SM PRIME HOLDINGS INC. CONRAD MANILA**, 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 SM PRIME HOLDINGS INC. CONRAD MANILA** as the lessor with the **Single Calculated and Responsive Quotation** for the **LEASE OF VENUE INCLUDING MEALS AND ACCOMMODATION FOR THE ASEAN EVENTS ON AUGUST 11-16, 2025 WITHIN METRO MANILA** with Reference No. RFQ CO-25-003LOV, and
2. **Recommend** to the Head of the Procuring Entity the awarding of contract to **SM PRIME HOLDINGS INC. CONRAD MANILA** for the **LEASE OF VENUE INCLUDING MEALS AND ACCOMMODATION FOR THE ASEAN EVENTS ON AUGUST 11-16, 2025 WITHIN METRO MANILA** with total contract amount of **FOUR MILLION TWO HUNDRED NINETY-NINE THOUSAND NINE HUNDRED PESOS (PHP4,299,900.00)**, inclusive of all applicable taxes and other charges.

Adopted this 26th day of May 2025 in Quezon City, Philippines.


ATTY. KENNETH N. ALMEÑA

Chairperson


DR. FROILAINNE A. DELA CRUZ

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