



**DOT NATIONAL CAPITAL REGION (NCR)  
BIDS AND AWARDS COMMITTEE**

**BAC Resolution Recommending the Use of Negotiated Procurement-Small Value Procurement as an Alternative Method of Procurement, Declaring the Single Calculated and Responsive Quotation and Recommending Award to EAS- ELLENS Travel and Tours for the Ground Handling Services for the DOT Advocacy Training Programs**

**Resolution No. 2024-048**

**WHEREAS**, the Department of Tourism National Capital Region (DOT NCR) Tourism Regulation Division (TDD) through the General Services/Procurement Unit, posted the Request for Quotation (RFQ) for Ground Handling Services for the DOT Advocacy Training Programs in PhilGEPS and DOT website continuously for at least three (3) calendar days, starting on 30 May 2024, and the deadline for the submission of quotations was set on 03 June 2024. And a copy of PhilGEPS and DOT Website posting is hereto attached, and made an integral part hereof;

**WHEREAS**, the Approved Budget for the Contract (ABC) is **Pesos: Fifty-Two Thousand only (PhP 52,000.00)**:

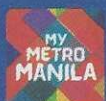
**WHEREAS**, One hundred six (105) known service providers were invited to join by sending Request for Quotation (RFQ) via e-mail and to submit their quotation via personal service and or through courier, in compliance with the procedure on Negotiated Procurement - Small Value Procurement pursuant to Section 53.9 of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (R.A. 9184);

**WHEREAS**, in response to the said posting and invitation, only one (1) prospective bidder submitted its quotation within the set deadline for the submission of quotations on 03 June 2024, to wit:

<b>Name of Bidder</b>	<b>Bid Price (As Read)</b>	<b>Findings</b>
EAS-Ellens Travel and Tours	PhP52,000.00	Eligible

**WHEREAS**, the detailed evaluation resulted in the following:

<b>Name of Bidder</b>	<b>Bid Amount (As Evaluated)</b>	<b>Findings</b>
EAS-Ellens Travel and Tours	PhP52,000.00	Single Calculated and Responsive Quotation



**WHEREAS**, upon due evaluation and careful examination of the quotation submitted, EAS Ellens Travel and Tours was the Single Calculated and Responsive Quotation, and has been found to be complying and responsive to the technical specifications as stated in the Terms of Reference. A copy of the Abstract of Quotation and the submitted quotation are hereto attached respectively, and are made integral parts hereof.

**NOW, THEREFORE**, foregoing premises considered, WE, the Members of the DOT- NCR Bids and Awards Committee, hereby **Resolve**, as it is hereby **Resolved**:

- a) To adopt Negotiated Procurement-Small Value Procurement under Section 53.9 of the revised Implementing Rules and Regulations (IRR) of the Republic Act No. 9184 for the Ground Handling Services for the DOT Advocacy Training Programs;
- b) To declare **EAS-Ellens Travel and Tours**, as the **Single Calculated and Responsive Quotation** and to award the contract for Ground Handling Services for the DOT Advocacy Training Programs in the amount of Pesos: Fifty- Two Thousand (PhP52,000.00), inclusive of all applicable taxes.
- c) To recommend for the approval of the Regional Director (Head of Procuring Entity) the foregoing findings.

Resolved this 3<sup>rd</sup> day of June 2024 at City of Makati.

Recommending Approval:

  
**VICTORIA MARGARITA V. PAJE**  
BAC Chairperson

  
**IVANNOVICH T. AGOTE**  
BAC Vice-Chairperson

  
**MARIA FE E. SANTOS**  
BAC Member

  
**MARIA VICTORIA S. RODRIGO**  
BAC Member

  
**MAY M. RAMOS**  
BAC Member

<input checked="" type="checkbox"/>	APPROVED	DISAPPROVED
 <b>SHARLENE ZABALA-BATIN</b> Regional Director National Capital Region		