



**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 Grafiq Advertising System Corporation for the Supply and Delivery of DOT-NCR Organizational Chart and DOT Quality Policy

Resolution No. 2024-066

WHEREAS, the Department of Tourism National Capital Region (DOT NCR) through the General Services/Procurement Unit, posted the Request for Quotation (RFQ) for Internet Service Provider of DOT-NCR in PhilGEPS and DOT website continuously for at least three (3) calendar days, starting on 26 June 2024, and the deadline for the submission of quotations was set on 01 July 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: Eighty-Eight Thousand only (PhP 88,000.00)**:

WHEREAS, six (6) 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 01 July 2024, to wit:

| Name of Bidder | Bid Price (As Read) | Findings |
|---------------------------------------|----------------------------|-----------------|
| Grafiq Advertising System Corporation | PhP75,000.00 | Eligible |

WHEREAS, the detailed evaluation resulted in the following:

| Name of Bidder | Bid Amount (As Evaluated) | Findings |
|---------------------------------------|----------------------------------|--|
| Grafiq Advertising System Corporation | PhP75,000.00 | Single Calculated and Responsive Quotation |

WHEREAS, upon due evaluation and careful examination of the quotation submitted, Grafiq Advertising System Corporation 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 Internet Service provider of DOT-NCR;
- b) To declare **Grafiq Advertising System Corporation**, as the **Single Calculated and Responsive Quotation** and to award the contract for supply and delivery of DOT-NCR Organizational Chart and DOT Quality Policy in the amount of Pesos: **Seventy-Five Thousand only (PhP 75,000.00)**, inclusive of all applicable taxes.
- c) To recommend for the approval of the Regional Director (Head of Procuring Entity) the foregoing findings.

Resolved this 1st day of July 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

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