



**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 conduct of Community Guiding Seminar (3 batches)

Resolution No. 2024-081

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 conduct of Community Guiding Seminars (3 batches) in PhilGEPS and DOT website continuously for at least three (3) calendar days, starting on 13 August 2024, and the deadline for the submission of quotations was set on 19 August 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: Four Hundred Eighty- Eight Thousand and Fifty-Nine only (PHP 488,059.00)**:

WHEREAS, forty-five (45) 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 19 August 2024, to wit:

Name of Bidder	Bid Price (As Read)	Findings
EAS-Ellens Travel and Tours	PhP488,000.00	Eligible

WHEREAS, the detailed evaluation resulted in the following:

Name of Bidder	Bid Amount (As Evaluated)	Findings
EAS-Ellens Travel and Tours	PhP488,000.00	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 conduct of Community Guiding Seminars (3 Batches);
- 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 conduct of Community Guiding seminars (3 Batches) in the amount of Pesos: Four Hundred Eighty-Eight Thousand (PhP488,000.00), inclusive of all applicable taxes.
- c) To recommend for the approval of the Regional Director (Head of Procuring Entity) the foregoing findings.

Resolved this 19th day of August 2024 at City of Makati.

Recommending Approval:


IVANNOVICH T. AGOTE
BAC Vice-Chairperson


VICTORIA MARGARITA V. PAJE
BAC Chairperson


MARIA FE E. SANTOS
BAC Member


MARIA VICTORIA S. RODRIGO
BAC Member


MAY M. RAMOS
BAC Member

	APPROVED		DISAPPROVED
 SHARLENE ZABALA-BATIN Regional Director National Capital Region			