



**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 Creativents Advertising for the Booth Design, Installation, Maintenance and Dismantling of DOT- NCR Regional in participation to the North Luzon Travel Expo 2024

Resolution No. 2024-108

WHEREAS, the Department of Tourism National Capital Region (DOT NCR) Tourism Development Division (TDD) through the General Services/Procurement Unit, posted the Request for Quotation (RFQ) for Booth Design, Installation, Maintenance and Dismantling of DOT-NCR Regional in participation to the North Luzon Travel Expo 2024 in DOT website continuously for at least three (3) calendar days, starting on 14 October 2024, and the deadline for the submission of quotations was set on 17 October 2024. And a copy of DOT Website posting is hereto attached, and made an integral part hereof;

WHEREAS, the Approved Budget for the Contract (ABC) is **Pesos: Seventy Five Thousand only (PhP 75,000.00)**:

WHEREAS, three (3) 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 17 October 2024, to wit:

Name of Bidder	Bid Price (As Read)	Findings
Creativents Advertising	PhP75,000.00	Eligible

WHEREAS, the detailed evaluation resulted in the following:

Name of Bidder	Bid Amount (As Evaluated)	Findings
Creativents Advertising	PhP75,000.00	Single Calculated and Responsive Quotation

WHEREAS, upon due evaluation and careful examination of the quotation submitted, Creativents Advertising has 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 Booth Design, Installation, Maintenance and Dismantling of DOT-NCR Regional in participation to the North Luzon Travel Expo 2024;
- b) To declare **Creativents Advertising**, as the **Single Calculated and Responsive Quotation** and to award the contract for Booth Design, Installation, Maintenance and Dismantling of DOT-NCR Regional in participation to the North Luzon Travel Expo 2024 in the amount of Pesos: Seventy-Five Thousand (PhP75,000.00), inclusive of all applicable taxes.
- c) To recommend for the approval of the Regional Director (Head of Procuring Entity) the foregoing findings.

Resolved this 17th day of October 2024 at City of Makati.

Recommending Approval:

V. Paje

VICTORIA MARGARITA V. PAJE
BAC Chairperson

Ivanovich T. Agote
IVANNOVICH T. AGOTE
BAC Vice-Chairperson

M. Ramos
MAY M. RAMOS
BAC Member

M. Santos
MARIA FE E. SANTOS
BAC Member

M. Rodriguez
MARIA VICTORIA S. RODRIGO
BAC Member

<input checked="" type="checkbox"/>	APPROVED	<input type="checkbox"/>	DISAPPROVED
<i>Sharlene Zabala-Batin</i> SHARLENE ZABALA-BATIN Assistant Secretary for TDRG and concurrent Regional Director for DOT-NCR			