



**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 Airline Tickets (Tour Operator) for the Roundtrip Airline Tickets of Asec. Sharlene Batin and Gleisa Biscocho in Tokyo, Japan on January 3-5, 2025**

**Resolution No. 2024-130**

**WHEREAS**, the Department of Tourism National Capital Region (DOT NCR) through the General Services/Procurement Unit, send the Request for Quotation (RFQ) for Airline Tickets (Tour Operator) for the Meeting with the Director General of Bureau of Industrial and Labor Affairs of Tokyo Metropolitan Government and Mutual Promotions with Tokyo City under the council for promotions of Tourism in Asia for at least three (3) calendar days, starting on 19 December 2024, and the deadline for the submission of quotations was set on 23 December 2024;

**WHEREAS**, the Approved Budget for the Contract (ABC) is **Pesos: One Hundred Ninety-Two Thousand Seventy-Eight and 42/100 only (PHP 192,078.42)**:

**WHEREAS**, forty-nine (49) 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 23 December 2024, to wit:

<b>Name of Bidder</b>	<b>Bid Price (As Read)</b>	<b>Findings</b>
EAS-Ellens Travel and Tours	PhP192,000.00	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	PhP192,000.00	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 Airline Tickets (Tour Operator) for the Mutual Promotions with Tokyo Japan under the Council for Promotions of Tourism in Asia on January 3-5, 2025;



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- b) To declare **EAS-Ellens Travel and Tours**, as the **Single Calculated and Responsive Quotation** and to award the contract for the Airline (Tickets (Tour Operator) for the Mutual Promotions with Tokyo Japan under the Council for Promotions of Tourism in Asia on January 3-5, 2025 in the amount of Pesos: One Hundred Ninety-Two Thousand (PhP192,000.00), inclusive of all applicable taxes.
- c) To recommend for the approval of the Regional Director (Head of Procuring Entity) the foregoing findings.

Resolved this 23<sup>rd</sup> day of December 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
		
<p><b>SHARLENE ZABALA-BATIN</b>            Assistant Secretary for TRDG and concurrent            Regional Director, DOT-NCR</p>		