



PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

Award Notice Abstract (Ref No.: 3168605)

Status: Updated

Reference Number: 7795163 Control Number: 2021 - 06 - 0061 Bid Notice Title: Procurement of Services of a Conference Integrator in connection with the Philippines virtual participation to the 54th ASEAN National Tourism Organisations and Related Meetings Approved Budget: Php200,000.00 Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods Category: Events Management Applicable Procurement Rules: Implementing Rules and Regulations Funding Source: Government of the Philippines (GOP) Funding Instrument: General Appropriations Act Area of Delivery: Metro Manila Delivery Period: 2 Day/s Contact Person: John Paulo Francisco	DEPARTMENT OF TOURISM 351 Sen. Gil Puyat Avenue Makati City Metro Manila, NCR, Philippines Events Management Awardee : TOTAL EXHIBIT AND EXPO SOLUTIONS INC. Address : #7 Sunshine Lane Rodriguez Drive, Brgy. Baesa, Quezon City Metro Manila, NCR, Philippines Contact Person : John Paul Cunanan Alarilla Designation : President <table border="1"> <thead> <tr> <th colspan="3">Line Item</th></tr> <tr> <th>#</th><th>Product/Service/Project Name</th><th>Budget</th></tr> </thead> <tbody> <tr> <td>1</td><td>Events Management, Procurement of Services of a Conference Integrator in connection with the Philippines virtual participation to the 54th ASEAN National Tourism Organisations and Related Meetings, 80141607, 1, Lot</td><td>Php200,000.00</td></tr> </tbody> </table> Reason for Award : Single Calculated and Responsive Bid (SCRB)	Line Item			#	Product/Service/Project Name	Budget	1	Events Management, Procurement of Services of a Conference Integrator in connection with the Philippines virtual participation to the 54th ASEAN National Tourism Organisations and Related Meetings, 80141607, 1, Lot	Php200,000.00	Award Type: Award Notice Contract Amount: Php197,000.00 Award Date: 29-Jun-2021 Publish Date: 22-Jul-2021 Date Last Updated: 02-Aug-2021 Contract Number: 21 - 00124 Proceed Date: 07-Jul-2021 Contract Effectivity Date: 08-Jul-2021 Contract End Date: 08-Jul-2021 Created By: John Paulo Samonte Francisco Date Created: 22-Jul-2021 Approver: View Documents: 4
Line Item											
#	Product/Service/Project Name	Budget									
1	Events Management, Procurement of Services of a Conference Integrator in connection with the Philippines virtual participation to the 54th ASEAN National Tourism Organisations and Related Meetings, 80141607, 1, Lot	Php200,000.00									

2/28/22, 9:54 AM

PhilGEPS

Created By:

John Paulo Francisco

LAG

21-00124

Service Contract

Conference Integrator

KNOW ALL MEN BY THESE PRESENTS:

That this Agreement, made and entered into this ___ day of JUL 05 2021 in the City of Makati, Philippines, by and between

The **DEPARTMENT OF TOURISM (DOT)**, a government agency with principal office address at the New DOT Building, 351 Sen. Gil Puyat Avenue, Makati City, Philippines 1200 represented by its Undersecretary for Tourism Development, **BENITO C. BENGZON, JR.**, of legal age, Filipino and hereinafter referred to as the **FIRST PARTY**;

and

TOTAL EXHIBIT AND EXPO SOLUTIONS, INC. is a private entity duly existing by virtue of Philippine laws with office address at #7 Sunshine Lane, Rodriguez Subdivision, Rodriguez Drive Brgy. Baesa, Quirino Highway, Quezon City herein represented by its President, **JOHN PAUL C. ALARILLA** and hereinafter referred to as the **SECOND PARTY**;

Each a Party, and collectively, the **PARTIES**.

WITNESSETH:

WHEREAS, the **FIRST PARTY** is the primary planning, programming, coordinating, implementing and regulatory government agency in the development and promotion of the tourism industry, both domestic and international;

WHEREAS, the **FIRST PARTY**, through the Office of Tourism Development Planning, Research and Information Management (OTDPRIM), is mandated to pursue the Department's interests in multilateral, international and regional tourism cooperation, agreements and treaties;

WHEREAS, pursuant to the above, the **FIRST PARTY** will participate in the 54th ASEAN National Tourism Organizations (NTOs) and Related Meetings (the "**Event**"), the bi-annual meeting of the Senior Officials of the ASEAN Tourism Sector which will be virtual and hosted by the Ministry of Tourism and Creative Economy of Indonesia on 7-8 July 2021;

WHEREAS, the **FIRST PARTY** is in need of a Conference Integrator to assist in the implementation of conduct and virtual attendance of the Philippines to the Event;

WHEREAS, the **SECOND PARTY** is a duly registered member of the Philippine Government Electronic Procurement System (PhilGEPS) who possesses the necessary skills, experience and expertise in providing the required services, has offered to undertake the project;

WHEREAS, the requirement was processed 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 (Government Procurement Reform Act);

WHEREAS, the Bids and Awards Committee (BAC) of the DOT, through **BAC Resolution No. 2021-010**, has declared the **SECOND PARTY** to be the bidder with the *Single Calculated and Responsive Bid (SCRB)* as its quotation is found to be compliant and responsive to the technical specifications indicated in the Terms of Reference (TOR);

NOW, THEREFORE, based on the foregoing, the **PARTIES** hereby agree as follows:

1. **SERVICES.** The **SECOND PARTY** hereby agrees to provide:

- A. Integrated Sound System with monitors and connectivity for online conferencing;
- B. Video Camera, TV Monitors, and Goose Microphones;
- C. Online and photo documentation, and recording of the meeting;
- D. AM, PM Snacks, Lunch and Dinner for the DOT Officials and Officers:
 - a. 7 Pax on 7-8 July 2021
 - b. 5 Pax on 6 July 2021
- E. Saliva RT-PCR Testing for five (5) DOT officials and officers;
- F. Ingress and Technical Run on 6 July 2021.

Details of the above including the other responsibilities of the **SECOND PARTY** are indicated in the attached **Terms of Reference**, which forms an integral part of this contract.

- 2. **EFFECTIVITY AND TERM.** This Agreement shall be effective from the date of execution of contract until 8 July 2021.
- 3. **COMPENSATION.** By way of compensation for its services, the **FIRST PARTY** shall pay the **SECOND PARTY** the total amount indicated in the Statement of Account, which shall be based on actual expenses incurred, but not to exceed **One Hundred Ninety-Seven Thousand Pesos (PhP197,000.00)**, for the total actual cost of services rendered inclusive of VAT and other taxes.
- 4. **PAYMENT.** The above consideration will be paid by the **FIRST PARTY** after presentation of the required Statement of Account and other necessary documents, subject to the usual accounting and auditing rules and regulations by the **SECOND PARTY**. It is understood, however, that payment shall only be made after it has fully and satisfactorily rendered its undertaking under this agreement.
- 5. **LIQUIDATED DAMAGES.** When the **SECOND PARTY** fails to satisfactorily render the services under this Agreement within the specified schedule, the **SECOND PARTY** shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, in an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed services scheduled for delivery for every day of delay. The **FIRST PARTY** need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due or which may become due to the **SECOND PARTY**, or collected from any securities or warranties posted by the **SECOND PARTY**, whichever is convenient to the procuring entity concerned. In no case shall the total sum of liquidated damages exceed ten percent (10%) of the total contract price, in which event the **FIRST PARTY** concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.
- 6. **FREE AND HARMLESS.** The **SECOND PARTY** shall hold the **FIRST PARTY** free and harmless from, and hereby binds and obligates itself to indemnify the **FIRST PARTY** for any and all liabilities, losses, damages, injuries, including death, claims, demands, suits, proceeding, judgements, awards, fines, penalties and all expenses, legal or otherwise of whatever kind or nature arising from and by reason of this Agreement, due to the fault, negligence, act, act omission, delays, conduct, breach of trust, or non-observance or violation of this Agreement, or any of its stipulation and warranties by the **SECOND PARTY** and/or any of its employees, agents, representatives, or sub-contractors.
- 7. **DISPUTE RESOLUTION.** If any dispute shall arise between the **FIRST PARTY** and the **SECOND PARTY** in connection with this Agreement, the Parties shall make every effort to resolve such dispute amicably. Should such dispute not be resolved, the same will be referred for arbitration in accordance with RA No. 876 or the *Arbitration Law* and RA No. 9285 or the *Alternative Dispute Resolution Act of 2004*.

8. **ELECTRONIC SIGNATURES.** The parties shall be entitled to sign and transmit this Agreement with an electronic signature whether by facsimile, e-mail, or other electronic means, which signature shall be binding on the Party whose name is contained therein. Any Party providing an electronic signature agrees to promptly execute and deliver to the other parties an original signed Agreement upon request.
9. **COMPLETENESS OF AGREEMENT.** This Agreement, along with the select provisions in the annexes made integral parts hereof, contains the complete understanding of the Parties and may not be modified or amended except through another Agreement in writing duly executed by the parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement through their authorized representatives on the date stated above.

DEPARTMENT OF TOURISM

By:

BENITO C. BENGZON, JR.

Undersecretary for Tourism Development

TOTAL EXHIBIT AND EXPO SOLUTIONS, INC.

By:

JOHN PAUL C. ALARILLA

President

Signed in the presence of:

ASANORIE ALARILLA

FUNDS AVAILABLE:

Mr. ROMAN G. BERSAMIRA
Chief Accountant, DOT Accounting Division

ACKNOWLEDGEMENT

Republic of the Philippines) S.S
City of Makati

On this ____ day of _____, 2021 personally appeared before me, a Notary Public in and for the City of Makati, the following persons:

Name	Government ID	Date Issued	Place Issued
Benito C. Bengzon, Jr.	<i>Pjt</i> 900 165 99A	28 Apr. 2019	DFA Manila
John Paul C. Alarilla	<i>Pjt</i> P7967778A		

all known to me to be the same person who executed the foregoing Agreement and acknowledgement that the same is an act of their free and voluntary will and deed and of the entity that they respectively represent.

21-00124

IN WITNESS WHEREOF, I hereunto sign this document and affix my seal of office on this date and place aforementioned.

Doc. No. 393
Page No. 71
Book No. II
Series of 2021

ATTY. AUDELLE H. ZAMORA
NOTARY PUBLIC
UNTIL DECEMBER 31, 2021
PENTHOUSE, LEGAL AFFAIRS SERVICE, DOT BLDG.
PTR NO. 8144632 - 1/15/20 - MAKATI CITY
IBP LIFETIME MEMBER 04546 / MAKATI CITY
ROLL NO. 44115 MCLE VI-0024349

Gen



MYL/N/D. TALANA
O/D/IM-PFICD

**BAC Resolution Declaring Single Calculated and Responsive Bid (SCRB)
and Recommending Award for the Procurement of Services of a
Conference Integrator to Handle the Philippines' Virtual Participation to
the 54th ASEAN National Tourism Organizations and Related Meetings
(RFQ No. 2021 - 06 - 0061)**

Resolution No. 2021 - 080

WHEREAS, the Department of Tourism (DOT), through the Procurement Management Division (PMD), posted the Request for Quotation (RFQ) for the Procurement of Services of a Conference Integrator to handle the Philippines' Virtual Participation to the 54th ASEAN National Tourism Organization and Related Meetings, in the PhilGEPS website and DOT website continuously for at least four (4) calendar days, starting on 25 June 2021, and the deadline for the submission of quotations was set on 28 June 2021. The Approved Budget for the Contract (ABC) is Two Hundred Thousand Pesos (Php200, 000.00). A copy of the PhilGEPS posting is hereto attached, marked as **Annex "A"**, and made an integral part hereof;

WHEREAS, four (4) known service providers were invited to join by sending Request for Quotation (RFQ) via e-mail and to submit their quotation via e-mail using the same method, 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 their quotations within the set deadline for the submission of quotations on 28 June 2021;

WHEREAS, upon evaluation, below are the findings;

Name of Bidder	Bid Amount (As Read)	Findings
Total Exhibit and Expo Solutions, Inc.	Php 197,000.00	Eligible

WHEREAS, the detailed evaluation of the quotations resulted in the following:

Name of Bidder	Bid Amount (As Calculated)	Ranking
Total Exhibit and Expo Solutions, Inc.	Php 197,000.00	Single Calculated Bid (SCB)


WHEREAS, upon due evaluation and careful examination of the quotation submitted by **TOTAL EXHIBIT AND EXPO SOLUTIONS, INC.**, being the bidder with the *Single Calculated Bid (SCB)*, its quotation has been found to be complying and responsive to the technical specifications as stated in the Terms of Reference (TOR). A copy of the Abstract of Quotations and the submitted quotations are hereto attached, marked as **Annexes "B" and "C"**, respectively, and are made integral parts hereof;

NOW, THEREFORE, foregoing premises considered, WE, the Members of the DOT 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 Procurement of Services of Conference Integrator to handle the Philippines' Virtual Participation to the 54th ASEAN National Tourism Organization and Related Meetings; and
- b) To declare **TOTAL EXHIBIT AND EXPO SOLUTIONS, INC.** as the **Single Calculated and Responsive Bid (SCRB)** and to award the contract for the Procurement of Services of a Conference Integrator to handle the Philippines' Virtual Participation to the 54th ASEAN National Tourism Organization and Related Meetings, in the total amount **ONE HUNDRED NINETY-SEVEN THOUSAND PESOS (PhP197,000.00)**, inclusive of all applicable taxes;
- c) To recommend for approval by the Secretary of Tourism the foregoing findings.

Resolved this 28th day of June 2021.

Recommending Approval:


USEC. ROBERTO P. ALABADO III
BAC Chairperson


DIR. MILAGROS Y. SAY
BAC Vice Chairperson


MR. RAYMUND GLEN A. AGUSTIN
BAC Member


ATTY. JENNIFER A. OLBA
BAC Member

By Authority of the Secretary
(Department Order No. 2020-022)

☒ **APPROVED** ☐ **DISAPPROVED:**


BENITO C. BENGZON, JR.
Undersecretary, Tourism Development