



# PhilGEPS

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Procurement Opportunities

Award Notice Abstract (Ref No.: 2966126)

Status: Updated

<b>Reference Number:</b> 7426931  <b>Control Number:</b> 2021 - 01 - 0006  <b>Bid Notice Title:</b> Procurement of Conference Integrator for the conduct of ASEAN Tourism Forum on 02 - 05 February 2021  <b>Approved Budget:</b> Php500,000.00  <b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)  <b>Classification:</b> Goods  <b>Category:</b> Events Management  <b>Applicable Procurement Rules:</b> Implementing Rules and Regulations  <b>Funding Source:</b> Government of the Philippines (GOP)  <b>Funding Instrument:</b> General Appropriations Act  <b>Area of Delivery:</b> Metro Manila  <b>Delivery Period:</b> 4 Day/s  <b>Contact Person:</b> John Paulo Francisco  <b>Created By:</b> John Paulo Francisco	<p style="text-align: center;"><b>DEPARTMENT OF TOURISM</b> 351 Sen. Gil Puyat Avenue Makati City Metro Manila, NCR, Philippines</p> <p><b>Events Management</b></p> <p><b>Awardee :</b> TOTAL EXHIBIT AND EXPO SOLUTIONS INC. <b>Address :</b> #7 Sunshine Lane Rodriguez Drive, Brgy. Baesa, Quezon City Metro Manila, NCR, Philippines</p> <p><b>Contact Person :</b> John Paul Cunanan Alarilla   <b>Designation :</b> President</p> <table border="1" data-bbox="424 719 1220 846"> <thead> <tr> <th data-bbox="424 719 451 763">#</th> <th data-bbox="451 719 1026 763">Product/Service/Project Name</th> <th data-bbox="1026 719 1220 763">Budget</th> </tr> </thead> <tbody> <tr> <td data-bbox="424 763 451 846">1</td> <td data-bbox="451 763 1026 846">Events Management, Procurement of Conference Integrator for the conduct of ASEAN Tourism Forum on 02 - 05 February 2021, 80141607, 1, Lot</td> <td data-bbox="1026 763 1220 846">Php500,000.00</td> </tr> </tbody> </table> <p><b>Reason for Award :</b> Single Calculated and Responsive Bid (SCRB)</p>	#	Product/Service/Project Name	Budget	1	Events Management, Procurement of Conference Integrator for the conduct of ASEAN Tourism Forum on 02 - 05 February 2021, 80141607, 1, Lot	Php500,000.00	<b>Award Type:</b> Award Notice  <b>Contract Amount:</b> Php405,000.00  <b>Award Date:</b> 27-Jan-2021  <b>Publish Date:</b> 02-Feb-2021  <b>Date Last Updated:</b> 16-Mar-2021  <b>Contract Number:</b> 21 - 00020  <b>Proceed Date:</b> 01-Feb-2021  <b>Contract Effectivity Date:</b> 02-Feb-2021  <b>Contract End Date:</b> 05-Feb-2021  <b>Created By:</b> John Paulo Samonte Francisco  <b>Date Created:</b> 02-Feb-2021  <b>Approver:</b> John Paulo Samonte Francisco  <b>View Documents:</b> 4
#	Product/Service/Project Name	Budget						
1	Events Management, Procurement of Conference Integrator for the conduct of ASEAN Tourism Forum on 02 - 05 February 2021, 80141607, 1, Lot	Php500,000.00						



**BAC Resolution Declaring Single Calculated and Responsive Bid (SCRB)  
and Recommending Award for the Procurement of Services of  
Conference Integrator for the Conduct of ASEAN Tourism Forum 2021  
(RFQ No. 2021 - 01 - 0006)**

**Resolution No. 2021 - 005**

**WHEREAS**, the Department of Tourism (DOT), through the Procurement Management Division (PMD), posted the Request for Quotation (RFQ) for the Procurement of Services of Conference Integrator for the Conduct of ASEAN Tourism Forum to be held on 02 - 05 February 2021, in the PhilGEPS website and DOT website continuously for at least four (4) calendar days, starting on 23 January 2021, and the deadline for the submission of quotations was set on 26 January 2021. The Approved Budget for the Contract (ABC) is Five Hundred Thousand Pesos (PhP500, 000.00). A copy of the PhilGEPS posting is hereto attached, marked as **Annex "A"**, and made an integral part hereof;

**WHEREAS**, five (5) known suppliers 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, three (3) prospective bidders submitted their quotations within the set deadline for the submission of quotations on 26 January 2021;

**WHEREAS**, upon evaluation, below are the findings;

<b>Name of Bidder</b>	<b>Bid Amount (As Read)</b>	<b>Findings</b>
Hotel Marciano, Inc.	PhP350, 000.00	Did not submit eligibility requirements
Nicatto Events and Marketing Dynamics Corporation	PhP460, 000.00	Did not submit official receipt as proof for the renewal of their Mayor's Permit
Total Exhibit and Expo Solutions, Inc.	PhP405, 000.00	Eligible

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

<b>Name of Bidder</b>	<b>Bid Amount (As Calculated)</b>	<b>Ranking</b>
Total Exhibit and Expo Solutions, Inc.	PhP405, 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;

CERTIFIED TRUE COPY  
Procurement Mgt. Div.

Morlanah P. Lucman

CERTIFIED TRUE COPY  
Procurement Mgt. Div.

Morlanah P. Lucman

**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 for the Conduct of ASEAN Tourism Forum to be held on 02 – 05 February 2021; 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 Conference Integrator for the Conduct of ASEAN Tourism Forum to be held on 02 – 05 February 2021, in the total amount **FOUR HUNDRED FIVE THOUSAND PESOS (Php405,000.00)**, inclusive of all applicable taxes;
- c) To recommend for approval by the Secretary of Tourism the foregoing findings.

Resolved this 26<sup>th</sup> day of January 2021.

**Recommending Approval:**

  
**OIC - USEC. ROBERTO P. ALABADO III**  
BAC Chairperson

  
**DIR. MILAGROS Y. SAY**  
BAC Vice Chairperson

  
**MR. RAYMUND GLEN A. AGUSTIN**  
Member

  
**MS. SUSAN S. NAGTALON**  
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

CERTIFIED TRUE COPY  
Procurement Mgt. Div.

  
Norjannah P. Lucman

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Procurement Mgt. Div.

  
Norjannah P. Lucman

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**Service Contract**

**Conference Integrator**

**KNOW ALL MEN BY THESE PRESENTS:**

That this Agreement, made and entered into this    day of JAN 29 2021 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 Planning, BENITO C. BENGZON JR.** of legal age, Filipino, 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/CEO, 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 virtual *ASEAN Tourism Forum 2021 ("ATF 2021")* to be hosted by the Ministry of Tourism of Cambodia on 02-05 February 2021;

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

**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. 2021-005**, 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:

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- 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. 2 Philippine and 2 ASEAN indoor flags;
- E. AM, PM and Lunch for 8 pax from 01-05 February 2021;
- F. RT-PCR Testing for 8 DOT officials and officers.

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. **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 **Four Hundred Five Thousand Pesos (PhP405,000.00)** for the total actual cost of services rendered inclusive of VAT and other taxes.
3. **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.
4. **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.
5. **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.
6. **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*.
7. **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


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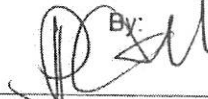
8. **COMPLETENESS OF AGREEMENT.** This Agreement, along with the select provisions in the annexes made integral parts hereof, contains the complete understanding of the Parties and may not be modified or amended except through another Agreement in writing duly executed by the parties.

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


**DEPARTMENT OF TOURISM**

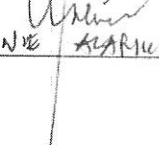
**TOTAL EXHIBIT AND EXPO SOLUTIONS, INC.**

By:   
**BENITO C. BENGZON JR.**  
 Undersecretary  
 Tourism Development Planning

By:   
**John Paul C. Alarilla**  
 President/CEO

Signed in the presence of:

  
**Juan M. Tula**

  
**ASANONE ALARILLA**

**FUNDS AVAILABLE:**

  
**Roy V. Dando**  
 OIC, Accounting Division

**ACKNOWLEDGEMENT**

Republic of the Philippines) S.S  
 City of Makati)

On this 19<sup>th</sup> day of February, 2021 personally appeared before me, a Notary Public in and for the City of Makati, the following persons:

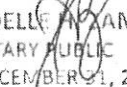
Name	Government ID	Date Issued	Place Issued
Undersecretary Benito C. Bengzon Jr.	<u>DDI ID # 860326</u>		
Mr. John Paul C. Alarilla	P7967778A	17JULY2018	DFA MANILA

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.

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

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 Series of 2021

**NOTARY PUBLIC**

  
**ATTY. AUDELLE M. AMORA**  
 NOTARY PUBLIC  
 UNTIL DECEMBER 31, 2021  
 PENTHOUSE, LEGAL AFFAIRS SERVICE, DOT BLDG.  
 PTR NO. 8536634 - 1/6/21 - MAKATI CITY  
 IBP LIFETIME MEMBER 04646 / MAKATI CITY  
 ROLL NO. 44115 MCLE VI-0024349