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Award Notice Abstract (Ref No.: 3358891)

Status: Updated

Reference Number: 8185229 Control Number: RFQ No. 2021 - 11 - 0173 Bid Notice Title: Procurement of Services of an Events Management Company for the Conduct of Hybrid Ceremonial Launch of the Philippine Health and Care Program and Virtual Product Presentation of the Health and Wellnes Approved Budget: Php700,000.00 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: 1 Day/s Contact Person:	<p style="text-align: center;">DEPARTMENT OF TOURISM</p> <p style="text-align: center;">351 Sen. Gil Puyat Avenue Makati City Metro Manila, NCR, Philippines</p> <p style="text-align: center;">Events Management</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Awardee : ENDERUN COLLEGES, INC. Address : 1100 Campus Avenue McKinley Hill Fort Bonifacio Global City Taguig Taguig City Metro Manila, NCR, Philippines </td> <td style="width: 50%; vertical-align: top;"> Contact Person : Loida Flojo Designation : Associate Director Enderun Extension </td> </tr> </table> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 5%;">Line Item</th> <th style="width: 65%;">Product/Service/Project Name</th> <th style="width: 30%;">Budget</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Events Management, Procurement of Services of an Events Management Company for the Conduct of Hybrid Ceremonial Launch of the Philippine Health and Care Program and Virtual Product Presentation of the Health and Wellness Tourism Program to the DOT Overseas Offices, 80141607, 1, Lot</td> <td style="text-align: right;">Php700,000.00</td> </tr> </tbody> </table> Reason for Award : Single Calculated and Responsive Bid (SCRB)	Awardee : ENDERUN COLLEGES, INC. Address : 1100 Campus Avenue McKinley Hill Fort Bonifacio Global City Taguig Taguig City Metro Manila, NCR, Philippines	Contact Person : Loida Flojo Designation : Associate Director Enderun Extension	Line Item	Product/Service/Project Name	Budget	1	Events Management, Procurement of Services of an Events Management Company for the Conduct of Hybrid Ceremonial Launch of the Philippine Health and Care Program and Virtual Product Presentation of the Health and Wellness Tourism Program to the DOT Overseas Offices, 80141607, 1, Lot	Php700,000.00	Award Type: Award Notice Contract Amount: Php700,000.00 Award Date: 17-Nov-2021 Publish Date: 04-Dec-2021 Date Last Updated: 17-Feb-2022 Contract Number: 21-00217 Proceed Date: 06-Dec-2021 Contract Effectivity Date: 07-Dec-2021 Contract End Date: 07-Dec-2021 Created By: John Paulo Samonte Francisco Date Created: 04-Dec-2021 Approver: View Documents: 4
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2/22/22, 12:45 PM

PhilGEPS

John Paulo Francisco

Created By:

John Paulo Francisco

SERVICE CONTRACT

21-00217

Events Management Company

KNOW ALL MEN BY THESE PRESENTS:

That this Agreement, made and entered into this DEC 03 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 OIC-Undersecretary for Tourism Development, **MS. VERNA ESMERALDA C. BUENSUCESO**, of legal age, Filipino and hereinafter referred to as the "**FIRST PARTY**";

and

ENDERUN COLLEGES, INC. is a private entity duly existing by virtue of Philippine laws with office address at 1100 Campus Avenue, McKinley Hill, Fort Bonifacio Taguig City 1634 Philippines herein represented by its Director, **MR. DANIEL H. PEREZ** and hereinafter referred to as the "**SECOND PARTY**";

Each a Party, 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 National Tourism Development Plan (NTDP) 2016-2022 has identified Medical Travel and Wellness Tourism as one of its ten (10) product portfolios that can bring economic benefits and inclusive growth to the country;

WHEREAS, pursuant to its mandates, the **FIRST PARTY** will conduct the hybrid *Ceremonial Launch* of the *Philippine Health and Care Program* and the virtual *Product Presentation of the Health and Wellness Tourism Program to the DOT Overseas Office* (the "**Event**") to provide a good venue for the health and wellness tourism stakeholders to showcase the country's health and wellness packages/products and services available in the market today;

WHEREAS, the **FIRST PARTY** is in need of the services of an Events Management Company to provide online platform, on-site logistics and other requirements for the Event on 07 December 2021;

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 **SECOND PARTY**, registered under the Philippine Government Electronic Procurement System (PhilGEPS) and possesses the necessary equipment, personnel, and expertise in providing the required services, has offered to undertake the project;

WHEREAS, the Bids and Awards Committee (BAC) of the DOT, through **BAC Resolution No. 2021-224** has declared the **SECOND PARTY** to be the bidder with the Single Calculated and Responsive Bid (SCRB) as its quotation was 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 undertake the following:

A. Pre-Event

1. Consult with, and advise DOT the organizational framework, methodologies of execution, technical specifications and support to be used in the platforms, and feedback strategy of the activities to be undertaken with the desired outputs.
2. Provide promo teaser/material (concept, creation/design, and promotion) prior to the event and to be approved by the end-user.

B. Event Proper

1. Engage the services of a Panel Host/Moderator (Ceremonial Launching and Product Presentation) and Production Personnel
2. For the *Hybrid Ceremonial Launching*
 - a) Provide the function room with meals good for 30 pax (AM/PM Snacks and Lunch with flowing coffee or tea)
 - b) Provide two (2) holding rooms for the invited officials
 - c) Send invites to the health and wellness tourism stakeholders
 - d) Invite media for the Hybrid ceremonial launch
 - e) Provide contactless QR code onsite registration
 - f) Provide backdrop wall for the ceremonial launching (Hybrid and Virtual)
 - g) Conceptualize, plan, and manage the activities for the Ceremonial Launch
 - h) Technical management and broadcasting/streaming
 - i) Design/Layout of the E-Brochure of DOT-NCR and Region 7
3. For the *Product Presentation of the Health and Wellness Tourism Program to the DOT Foreign Offices*
 - a) Provide host/moderator for the webinar
 - b) Provide honorarium for the host/moderator
 - c) Conceptualize, plan, and manage the activities for the Product Presentation
 - d) Technical management and broadcasting/streaming

C. Post-Event

1. Provide monitoring and feedback mechanism
2. Documentation Report one (1) week after the activity
3. Audience and viewers' evaluation of the Ceremonial Launch

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 hereof until 07 December 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 **Seven Hundred Thousand Pesos (PhP700,000.00)** 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

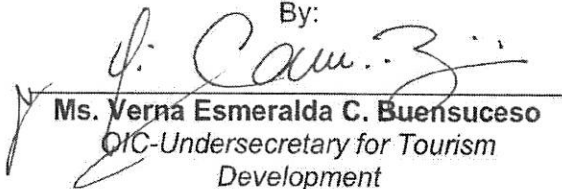
payment shall only be made after it has fully and satisfactorily rendered its undertaking under this agreement.

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 liquidate 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, judgments, 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:

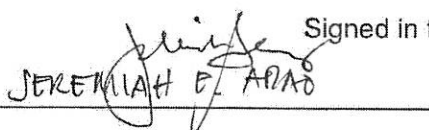

Ms. Verna Esmeralda C. Buensuceso
 OIC-Undersecretary for Tourism
 Development

ENDERUN COLLEGES, INC.

By:


DANIEL H. PEREZ
 Director, Enderun Colleges, Inc


Signed in the presence of:


JEREMIAH E. ARAO


LOIDA C. FLOJO

21-00217

FUNDS AVAILABLE:


Mr. Roman G. Bersamira
Chief Accountant, DOT

ACKNOWLEDGEMENT

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

On this 10th day of December, 2021 personally appeared before me, a Notary Public in and for the City of Makati, the following persons:

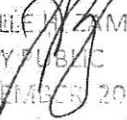
Name	Government ID	Date Issued	Place Issued
Verna Esmeralda C. Buensuceso	<u>Pp# 50015381A</u>		
Daniel H. Perez	<u>Passport P9629537A</u>	<u>Nov. 20, 2018</u>	<u>DFA NCR EAST</u>

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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Book No. III
Series of 2021

NOTARY PUBLIC


ATTY. AUDELLE M. ZAMORA
NOTARY PUBLIC
UNTL DECEMBER 2021
PENTHOUSE, LEGAL AFFAIRS SERVICE, DOT BLDG
PTR NO. 8144612 - 1/15/20 - MAKATI CITY
IBP LIFETIME MEMBER 04646 / MAKATI CITY
ROLL NO. 4415 MCLE VI-0024349



BAC Resolution Declaring Single Calculated and Responsive Bid (SCRB) and Recommending Award for the Procurement of Services of an Events Management Company for the Conduct of Ceremonial Launch of the Philippine Health and Care Program and Virtual Product Presentation of the Health and Wellness Tourism Program to the DOT Overseas Offices (RFQ No. 2021 – 11 – 0173)

Resolution No. 2021 - 224

WHEREAS, the Department of Tourism (DOT), through the Procurement Management Division (PMD), posted the Request for Quotation (RFQ) for the Procurement of Services of an Events Management Company for the Conduct of Ceremonial Launch of the Philippine Health and Care Program and Virtual Product Presentation of the Health and Wellness Tourism Program to the DOT Overseas Offices, in the PhilGEPS website and DOT website continuously for at least four (4) calendar days, starting on 13 November 2021, and the deadline for the submission of quotations was set on 16 November 2021. The Approved Budget for the Contract (ABC) is Seven Hundred Thousand Pesos (PhP700, 000.00). A copy of the PhilGEPS posting is hereto attached, marked as **Annex "A"**, and made an integral part hereof;

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 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, two (2) bidders submitted their quotations within the set deadline for the submission of quotations on 16 November 2021;

WHEREAS, upon evaluation, below are the findings;

Name of Bidder	Bid Amount (As Read)	Findings
Ten O Five Productions, Inc.	PhP640,000.00	Insufficient manpower to handle the project and no proof of knowledge, expertise, and experience related to Health and Wellness as a tourism product and in relation to the present health pandemic;
Enderun Colleges, Inc.	PhP700,000.00	Eligible

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

Name of Bidder	Bid Amount (As Calculated)	Ranking
Enderun Colleges, Inc.	PhP700,000.00	Single Calculated Bid (SCB)

CERTIFIED TRUE COPY
Procurement Mgt. Div.

Maria Alma O. Almazan

WHEREAS, upon due evaluation and careful examination of the quotation submitted by **ENDERUN COLLEGES, 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 an Events Management Company for the Conduct of Ceremonial Launch of the Philippine Health and Care Program and Virtual Product Presentation of the Health and Wellness Tourism Program to the DOT Overseas Offices; and
- b) To declare **ENDERUN COLLEGES, INC.** as the **Single Calculated and Responsive Bid (SCRB)** and to award the contract for the Procurement of Services of an Events Management Company for the Conduct of Ceremonial Launch of the Philippine Health and Care Program and Virtual Product Presentation of the Health and Wellness Tourism Program to the DOT Overseas Offices, in the total amount of **SEVEN HUNDRED THOUSAND PESOS (PhP700,000.00)**, inclusive of all applicable taxes;
- c) To recommend for approval by the Secretary of Tourism the foregoing findings.


Resolved this 16th day of November 2021.

Recommending Approval:


OIC - USEC. REYNALDO L. CHING
BAC Chairperson


OIC - ASEC. MILAGROS Y. SAY
BAC Vice Chairperson



MR. RAYMUND GLEN A. AGUSTIN
BAC Member


MS. ERNESTINNE S. DEMACLIID
BAC Member


ATTY. JENNIFER A. OLBA
BAC Member

By Authority of the Secretary
(Department Order No. 2021-077)

☒ **APPROVED** ☐ **DISAPPROVED:**


Verna Esmeralda C. Buensuceso
OIC - Undersecretary, Tourism Development