



BIDS AND AWARDS COMMITTEE
BAC Resolution No. 094-2023, Series of 2023

**RECOMMENDING THE AWARD OF CONTRACT FOR THE PROCUREMENT OF
LEASE OF VENUE (APP Item No. 2023-0035)**

WHEREAS, the National Privacy Commission (NPC) is the agency mandated to administer and implement Republic Act No. 10173 or the Data Privacy Act of 2012 and to monitor and ensure compliance of the country with international standards set for data protection;

WHEREAS, the Policy Guidelines on Program on Awards and Incentives for Service Excellence (PRAISE) of the NPC under Commission Order No. 010, s. 2021 aims to encourage, recognize, and reward employees for their innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts of service in the public interest, and other personal efforts that contribute to the efficiency, economy, and improvement of government operations which lead to organizational productivity;

WHEREAS, PRAISE is a structured and fair way to acknowledge the efforts of deserving employees. Providing both monetary and non-monetary incentives is a thoughtful approach as it caters to various types of recognition that employees might achieve;

WHEREAS, the accomplishments of these employees will be recognized and rewarded in the NPC's Annual Employees' Appreciation Day scheduled on 13 December 2023. This momentous event would require the procurement of a lease of venue;

WHEREAS, the NPC approved its FY 2023 Annual Procurement Plan (APP) which includes the procurement of Lease of Venue with APP No. 2023-0035 with an Approved Budget of the Contract amounting to **FOUR HUNDRED NINETY-FIVE THOUSAND PESOS (Php495,000.00)** chargeable against Training Expenses;

WHEREAS, on 09 November 2023, a Request for Quotation (RFQ) was posted on PhilGEPS website and at the NPC website. It was likewise sent to nine (9) suppliers namely: (1) Bayview Park Hotel; (2) Microtel; (3) Rizal Park Hotel; (4) Lime Hotel; (5) Century Park Hotel; (6) Hotel H2O; (7) Luxent Hotel; (8) Sequoia Hotel; and (9) Philippine International Convention Center;

WHEREAS, Republic Act No. 9184, also known as the Government Procurement Act, (R.A. 9184) allows agency to agency as an alternative mode of procurement. The 2016 Revised Implementing Rules and Regulations of R.A. 9184 provides for the guidelines for Alternative Modes of Procurement including Lease of Real Property or Venue;

WHEREAS, the 2016 Revised Implementing Rules and Regulations of R.A. 9184 provides as one of its policy considerations that it is preferred that government agencies lease publicly-owned real property or venue from other government agencies. However, per Memorandum dated 04 October 2023 signed by Ms. Rosaly B. Santos, Chief of the Human Resource and Development Division, the only government facility available in Manila, the Philippine

International Convention Center, manifested that there was no available room/hall on the preferred date of event;

WHEREAS, two (2) bidders submitted their quotations namely: (1) Bayview Park Hotel, and (2) Philippine International Convention Center;

WHEREAS, on 17 November 2023, the National Privacy Commission – Bids and Awards Committee (NPC-BAC) proceeded to evaluate all the submitted quotations and determined that only Bayview Park Hotel, has passed the technical, legal, and financial requirements mandated under RA 9184;

WHEREAS, on the other hand, the Philippine International Convention Center’s bid was determined as not compliant with the technical specifications since it cannot provide spot and par light due to budget constraint;

WHEREAS, Bayview Park Hotel was determined to have submitted the single calculated and responsive quotation at a price of Four Hundred Forty-One Thousand Pesos (Php441,000.00);

NOW, THEREFORE, for and in consideration of the foregoing, WE, the members of the NPC-BAC, hereby **RESOLVE**, as it is hereby **RESOLVED**, to recommend the award of contract for the procurement of **LEASE OF VENUE** in the total amount of **FOUR HUNDRED FORTY-ONE THOUSAND PESOS (Php441,000.00)** to **Bayview Park Hotel**, for being the single calculated and responsive quotation, subject to the presentation of their original documents upon signing of the Notice of Award (NOA).

RESOLVED this 17th day of November 2023, via combination on on-site and videoconference meeting.

ATTEST:

Digitally signed by Santos Rosaly Balsote
Date: 2023.11.20 20:31:21 +08'00'

MS. ROSALY B. SANTOS
Chief, HRDD
End-user/Provisional Member

On Official Business

MR. ERWIN D. ESPENILLA
HEA, OPC
BAC Member

On Official Business

ATTY. RAINIER ANTHONY M. MILANES
Chief, CMD
BAC Member

Digitally signed by Fabricante Marlon Ruben Natividad

MR. MARLON RUBEN N. FABRICANTE
Chief, ASD
BAC Member

Digitally signed by Mendoza Ma Josefina Eusebio

ATTY. MA. JOSEFINA E. MENDOZA
Attorney IV, LD
BAC Member

Digitally signed by Ivy Grace T. Villasoto

ATTY. IVY GRACE T. VILLASOTO
Attorney V, PDD
BAC Vice Chairperson



Digitally signed
by Patula Maria
Theresita Elnar

ATTY. MARIA THERESITA E. PATULA

*Director IV, LEO
BAC Chairperson*

APPROVED:



ATTY. JOHN HENRY D. NAGA

*Privacy Commissioner
Head of the Procuring Entity*

Date: ~~NOV 28 2023~~



NOTICE OF AWARD

Date Issued: **NOV 28 2023**

MS. SEAN MARJORIE B. GALULU

Sales Account Executive

Bayview Park Hotel Manila

1118 Roxas Boulevard cor. United Nations Avenue,

Ermita, Manila

Dear **Ms. Galulu**,

Please be advised that upon the recommendation of the NPC Bids and Awards Committee, per BAC Resolution No. 094-2023 series of 2023, the contract for the procurement of **LEASE OF VENUE** amounting to **Four Hundred Forty-One Thousand Pesos (PhP441,000.00)** VAT inclusive, is awarded to **Bayview Park Hotel Manila** consistent with Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations.

Very truly yours,

ATTY. JOHN HENRY D. NAGA

Privacy Commissioner

Head of the Procuring Entity

Theresita Einar
Digitally signed
by Theresita Maria
Theresita Einar

Conforme:

Ms. Sean Marjorie B. Galulu




Sales Account Executive

Bayview Park Hotel Manila

Date: **DEC 01 2023**

PURCHASE ORDER
NATIONAL PRIVACY COMMISSION

Entity Name

Supplier : BAYVIEW PARK HOTEL MANILA	P.O. No. : 2023- <u>12-0029</u>				
Address : 1118 Roxas Boulevard cor. United Nations Avenue, Ermita Manila	Date : 04 DEC 2023				
TIN : XXXXXXXXXX	Mode of Procurement : <u>Lease of Real Property and Venue</u>				
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : MANILA	Delivery Term : The engagement is on 13 December 2023				
Date of Delivery : The engagement is on 13 December 2023	Payment Term : <u>LDDAP-ADA</u>				
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	LEASE OF VENUE	1	441,000.00	441,000.00
		Specifications: 1. Venue 2. Venue Set-up 3. Food The specifications/description shall be in accordance with the attached "Annex A"			
		Item	Quantity	Amount	Total Amount
		Venue Rental	1	10,000.00	10,000.00
		PM Snack & Guided Buffet Dinner	200	2,155.00	431,000.00
		DELIVERY: 1. The engagement is on 13 December 2023 at 2:00 PM to 10:00 PM PAYMENT: 1. Payment shall be made through send bill arrangement and shall be processed upon receipt of the billing statement/statement of account from the supplier. 2. Payment shall be processed upon submission of correct and complete documents such as Certificate of Acceptance of Output, Supplier Evaluation Form and other documents provided by the end-user/HRDD.			
(Total Amount in Words)		FOUR HUNDRED FORTY ONE PESOS ONLY			
<p>In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.</p> <p>NOTICE TO PROCEED: Notice is hereby given that by conforming to this Purchase Order, the Service Provider/Supplier shall proceed with the delivery of the items in accordance with the terms and conditions specified herein to commence from the date of conformance hereunder indicated.</p> <p>Contact Ms. Joan P. Del Mundo at (02)8234-2228 local 203 or email at asd@privacy.gov.ph for questions delivery and other concerns.</p>					
Conforme:		Very truly yours,			
 MS. SEAN MARJORIE B. GALULU Signature over Printed Name of Supplier <u>03 DEC 2023</u> Date		 ATTY. MANUEL C. SATUITO, Signature over Printed Name of Authorized Official <u>Director IV, FAO</u>			
Fund Cluster : <u>01</u>		ORS/BURS No. : <u>02-101-2023-12-00671</u>			
Funds Available : <u>₱ 441,000.00</u>		Date of the ORS/BURS: <u>04 DEC 2023</u>			
 JOHANA CARLA T. GOMEZ <i>as per PCSO No. 017 s. 2023</i> Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit		Amount : <u>₱ 441,000.00</u>			

SPECIFICATION

Description of Work

A. Venue for the conduct of Employees Appreciation Day FY 2023 - BAYVIEW PARK HOTEL MANILA

B. Venue Set-up

Banquet Set – Up and Amenities:

- Use of Function Room as per package availed
- Announcement Board or Directional Signages
- **Set – Up:** Roundtable with centerpiece
- **Stage Platform**
- **Mobile Disco Services**
- **LED Wall (9ft x 12ft)**
- Water Station with Flowing Coffee and Tea Station with Candies and Mints
- **Seminar Equipment:** Rostrum, Whiteboard with marker and eraser, Flipchart, Philippine Flag and Flag Reception, Registration Table with Telephone for In House Calls
- **Audio – Visual Equipment:** PA System with Microphone, Widescreen, LCD Projector
- Complimentary **WiFi connection**
- **Waived electricity charge for the laptops, printers and other training equipment**
- **05 complimentary parking.** Kindly provide the plate numbers 2 days prior the event.

CONFORME



SEAN MARJORIE B. GALULU
Provider