



***BAC Resolution Declaring Single Rated and Responsive Bid (SRRB)
and Recommending Award for the Procurement of Consulting Services for the
Development of the Electronic Document Control Center for the Implementation
of the Department of Tourism's Quality Management System (2nd Posting)
(DOT-BAC-REI No. 2020-012)***

Resolution No. 2020-143

WHEREAS, the Department of Tourism (DOT) through its Bids and Awards Committee (BAC) posted the Request for Expression of Interest (REI) for the **Procurement of Consulting Services for the Development of the Electronic Document Control Center for the Implementation of the Department of Tourism's Quality Management System (2nd Posting)** in the DOT website, the PhilGEPS website, and in a conspicuous place at the premises of the DOT continuously for seven (7) calendar days starting 07 July 2020 whereby the deadline of submission of eligibility requirements was set on 14 July 2020. The Approved Budget for the Contract (ABC) is **Two Million Seven Hundred Thousand Philippine Pesos (Php2,700,000.00)** inclusive of all applicable taxes;

WHEREAS, the Competitive Bidding Procedures for Consulting Services, using the Quality-Based Evaluation (QBE) procedure pursuant to Republic Act No. 9184 (RA 9184) and its Implementing Rules and Regulations (IRR) was adopted in this undertaking;

WHEREAS, on 18 August 2020, the BAC issued approved BAC Resolution No. 2020-134, recommending **ERGONS PROJECT MARKETING CONSULTANT** as the Single Rated Bidder (SRB). A copy of approved BAC Resolution No. 2020-134 is hereto attached, marked as **Annex "A"**, and made an integral part hereof;

WHEREAS, pursuant to the provisions of the revised IRR of RA 9184 on the Competitive Bidding Procedures for Consulting Services using a Quality-Based Evaluation (QBE) Procedure, the BAC invited **ERGONS PROJECT MARKETING CONSULTANT** for the Opening of the Financial Proposal on 24 August 2020 and Negotiation on 25 August 2020. A copy of the Invitation to the Opening of Financial Proposal and Negotiation is hereto attached, marked as **Annex "B"** and made an integral part hereof;

WHEREAS, **ERGONS PROJECT MARKETING CONSULTANT** met the minimum requirements for the Financial Proposal with a submitted bid amount of **Two Million Six Hundred Eighty-Eight Thousand Nine Hundred Ten Philippine Pesos (Php2,688,910.00)** inclusive of applicable taxes, which is within the ABC;

WHEREAS, DOT and **ERGONS PROJECT MARKETING CONSULTANT** has successfully completed the negotiations, with the following agreements, thus the latter shall be subject to Post-qualification:

- The DOT and Service Provider have agreed to stick to the terminal completion of the project on 31 December 2020. However, both parties will also consider the quarantine status of Metro Manila during the development of EDCC.
- The Service Provider will coordinate with IT Division of DOT on the technical and technological aspects of the EDCC.
- The Service Provider will shoulder the expenses incurred for the online trainings (e.g. video conferencing software subscriptions). Both parties agreed to utilize other platforms for the conduct of trainings such as Zoom.
- Both parties have agreed to adopt the Agile Development, specifically the Rapid Application Development (RAD) as the software development approach.
- Both parties have agreed to use the official work email address (tourism.gov.ph) as user accounts, whenever possible and applicable.
- The DOT will provide existing process flow, forms, templates, and other pertinent documents as required in the EDCC development. Likewise, all submitted documents/records shall be treated with confidentiality.
- The DOT IT Division will provide the domain for the EDCC.

- The Service Provider will include Security Feature in the EDCC. They will also ensure that said features will be in accordance with the National Cybersecurity Plan 2022
- The Service Provider will also include a record locking feature in the EDCC.
- The Service Provider agreed to prepare Guide Kit in addition to User Manual for Non-Administrator.

A copy of the Minutes of the Negotiation is hereto attached, marked as **Annex "C"**, and is made an integral part hereof;

WHEREAS, upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted by **ERGONS PROJECT MARKETING CONSULTANT** being the Single Rated Bidder (SRB), it is found to be responsive with all the requirements, thus Post-Qualified. A copy of the Post Qualification Report is hereto attached, marked as **Annex "D"**, and is made an integral part hereof;

NOW, THEREFORE, We, the Members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED**;

- a) To declare **ERGONS PROJECT MARKETING CONSULTANT** as the bidder with the Single Rated and Responsive Bid (SRRB) and award the contract for the **Procurement of Consulting Services for the Development of the Electronic Document Control Center for the Implementation of the Department of Tourism's Quality Management System** with a total contract price of **Two Million Six Hundred Eighty-Eight Thousand Nine Hundred Ten Philippine Pesos (PhP2,688,910.00) inclusive of all applicable taxes**, and with a contract duration effective from the receipt of the Consultant of the Notice to Proceed until 31 December 2020;
- b) To recommend for approval by the Secretary of the Department of Tourism the foregoing findings.


RESOLVED, at the DOT Bldg., No. 351 Sen. Gil Puyat Ave., Makati City this 3rd day of September 2020.

Recommending Approval:


ASEC. ROBERTO P. ALABADO III
BAC Chairperson


DIR. MILAGROS Y. SAY
BAC Vice Chairperson

(not part of the deliberation, newly designated BAC member)
MS. SUSAN NAGTALON
BAC Member


MR. RAYMUND GLEN A. AGUSTIN
BAC Member


ATTY. JENNIFER A. OLBA
BAC Member

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

APPROVED **DISAPPROVED:**


ATTY. REYNALDO L. CHING
OIC- Undersecretary for Administration and Finance