



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

NO. 2021-07-062

RESOLUTION

RECOMMENDING THE AWARD OF CONTRACT TO HOTEL ST. ELLIS FOR THE ADMINISTRATIVE ORDER NO. 35 TECHNICAL WORKING GROUP'S CONDUCT OF INTERNATIONAL HUMANITARIAN LAW CASE CONFERENCE OF ON 27-30 JULY 2021

WHEREAS, there is a need for a venue for the Administrative Order No. 35 (AO35) Technical Working Group's (TWG) conduct of International Humanitarian Law (IHL) Case Conference to be held in Legazpi City, Albay on 27-30 July 2021;

WHEREAS, the procurement of lease of venue for the said event is included in the approved CY-2021 Annual Procurement Plan (APP) with an allotted budget of Nine Hundred Thousand Pesos (₱ 900,000.00);

WHEREAS, in a Memorandum dated 06 July 2021, ASP Gino Paolo S. Santiago, Head, AO35 Secretariat, averred that DOJ Secretary Menardo I. Guevarra authorized the conduct of case conference to evaluate IHL cases in relevant regions, respecting health protocols and subject to the Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines (with amendments as of 20 May 2021);

WHEREAS, pursuant to the *Procedures for Lease of Privately-Owned Real Property and Venue*¹ the Department requested three (3) hotels to submit quotations, namely: Hotel St. Ellis, Lotus Blu Hotel, and Hotel Venezia;

WHEREAS, in the abstract of canvass prepared by the end-user, the result of the proposal submitted by these prospective venues showed that Hotel St. Ellis submitted the lowest calculated and responsive quotation/bid, to wit:

Name of Hotel	Amount of Bid
Hotel St. Ellis	₱ 438,420.00
Lotus Blu Hotel	₱ 460,350.00

¹ V (D) (9) (c), Annex "H" (Consolidated Guidelines for the Alternative Methods of Procurement), 2016 Implementing Rules and Regulation of R.A. 9184

Hotel Venezia	₱ 482,850.00
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WHEREAS, below are the rating factors for lease of venue submitted by the end-user pursuant to the methodology prescribed by Appendix B², Annex "H" of the 2016 Implementing Rules and Regulations of R.A. No. 9184;

	RATING FACTORS	WEIGHT (%)	Hotel St. Ellis	Lotus Blu Hotel	Hotel Venezia
I.	Availability	50 %	50	50	50
II.	Location and Site Condition	10%	10	10	10
III.	Neighborhood Data	5 %	5	5	5
IV.	Venue	35 %	34.65	33.6	32.9
			99.65	98.6	97.9

WHEREAS, pursuant to the foregoing evaluation, the bid proposal of Hotel St. Ellis appears to be responsive to the requirements of the end-user, and is legally, financially, and technically capable to undertake the said procurement;

NOW THEREFORE, the Bids and Awards Committee **RESOLVES**, as it hereby resolve, to **RECOMMEND** the award of contract to **Hotel St. Ellis** for the conduct of IHL Case Conference of AO35-TWG to be held in Legazpi City, Albay on 27-30 July 2021 in the amount of **FOUR HUNDRED THIRTY-EIGHT THOUSAND FOUR HUNDRED TWENTY PESOS (₱ 438,420.00)**, following the procedures prescribed in R.A. No. 9184 and its 2016 Revised Implementing Rules and Regulations.

DONE in the City of Manila, this 16th day of July 2021.

Assistant Secretary **MARGARET V. CASTILLO-PADILLA**
Chairperson

SSC ROSARIO ELENA A. LABORTE-CUEVAS
Vice-Chairperson

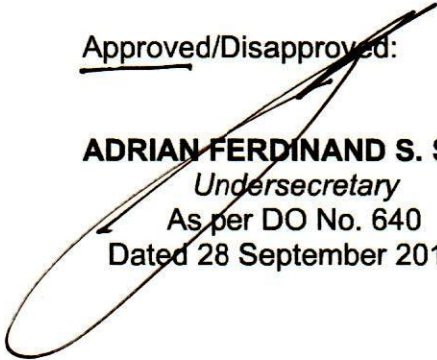
² Lease of Real Property & Venue: Rating Factors and Determination of Reasonableness of Rental Rates


ASP ALEJANDRO C. DAGUIZO
Member


Dir. MARIA LUISA DV. OLITOQUIT
Member


Dir. MARIA ELISA B. GERMAR
Member

Approved/Disapproved:


ADRIAN FERDINAND S. SUGAY
Undersecretary
As per DO No. 640
Dated 28 September 2018