



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF CONSULAR AFFAIRS-  
BIDS AND AWARDS COMMITTEE  
(OCA-BAC)

BAC Resolution No. OCA-001-23

**RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT THROUGH NEGOTIATED PROCUREMENT UNDER SECTION 53.9 (SMALL VALUE PROCUREMENT) FOR THE PROCUREMENT OF ONE YEAR SERVICE SUBSCRIPTION OF WEB HOSTING FOR THE OFFICE OF CONSULAR AFFAIRS' CONSULAR WEBSITE**

**WHEREAS**, the Office of Consular Affairs (“OCA”) intends to procure one year service subscription of web hosting for OCA’s consular website;

**WHEREAS**, OCA’s procurement of one year subscription of web hosting, as listed in the Purchase Request 03-00123, with an Approved Budget for the Contract (“ABC”) in the amount of *One Hundred Thousand Pesos* (Php 100,000.00) only, chargeable against OCA’s 2023 MOOE for ICT Software Subscription, is included in the Department’s Annual Procurement Plan (“APP”) for CY 2023;

**WHEREAS**, Section 53.9 of the 2016 Revised Implementing Rules and Regulations (“IRR”) of R.A. 9184, otherwise known as the “Government Procurement Reform Act of 2003”, allows an agency to resort to Small Value Procurement as an alternative method of procurement where the amount involved does not exceed the threshold amount of One Million Pesos (Php 1,000,000.00) as prescribed in Annex “H” thereof;

**WHEREAS**, Annex H(IV)(J) of the IRR allows the conduct of Shopping and Negotiated Procurement under Emergency Cases, Small Value Procurement, and Lease of Real Property and Venue to be delegated to the End-user unit or any other appropriate bureau, committee, or support unit duly authorized by the BAC;

**WHEREAS**, pursuant to Item No. (V)(D)(8)(b)(iii) of Annex “H” of the 2016 revised Implementing Rules and Regulations (“IRR”) of Republic Act (“RA”) No. 9184, a Request for Quotation (“RFQ”) was posted on the Philippine Government Electronic Procurement System (“PhilGEPS”) website for three (3) consecutive days, starting on 13 March 2023 to 16 March 2023

**WHEREAS**, in compliance with Item No. (V)(D)(8)(b)(ii), Annex H of the IRR, separate Requests for Quotation (“RFQ”) were also sent to at least three (3) potential suppliers/contractors;

**WHEREAS**, in response to the solicitation of offers, quotations were received from: *Estatoora Consulting Firm* (Php 265,000.00; failed, quoted price is above the ABC) and **MyBusyBee Inc.**, which submitted the lowest calculated and responsive quotation in the amount of *Ninety-Four Thousand Nine Hundred Ninety-Five and Twenty-Six Centavos* (Php 94,995.26) only;

**NOW, THEREFORE**, we, the members of the OCA-Bids and Awards Committee of the Department, RESOLVE to RECOMMEND to the Head of the Procuring Entity (“HOPE”) resort to Negotiated Procurement as the alternative method of procurement of one year service subscription of web hosting for OCA’s consular website to **MyBusyBee Inc.** subject to the above-mentioned requirements, and provided that existing auditing rules and regulations shall be strictly observed by the end-user.

**ADOPTED**, this 5<sup>th</sup> day of April 2023, Pasay City.



**HENRY S. BENSURTO, JR.**  
OCA-BAC Chairperson



**CHRISTIAN L. DE JESUS**  
OCA-BAC Vice-Chairperson



**WINSTON DEAN S. ALMEDA**  
OCA-BAC Member



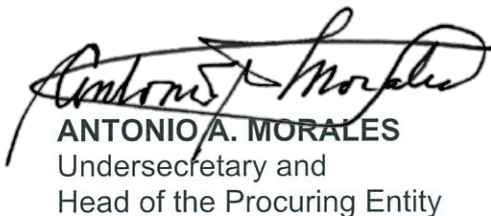
**DYAN CHRISTINE B. MIRANDA-PASTRANA**  
OCA-BAC Member



**MARX IAN A. RULLODA**  
Representative of the End-user

Approved:

By the Authority of the Secretary for Foreign Affairs:



**ANTONIO A. MORALES**  
Undersecretary and  
Head of the Procuring Entity



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

**NOTICE OF AWARD**

5 April 2023

**Sir/Madam:**

Please be informed that upon the recommendation of the Bids and Awards Committee (“BAC”) of the Department of Foreign Affairs (“DFA”) as contained in its Resolution No. **OCA-001-23** the Department is awarding the contract on the following project/procurement to your firm, **MyBusyBee Inc:**

Project Title	End-User Unit
<b>PROCUREMENT OF ONE YEAR SERVICE SUBSCRIPTION OF WEB HOSTING FOR THE OFFICE OF CONSULAR AFFAIRS’ CONSULAR WEBSITE</b>	OCA

The contract has a total cost of **Ninety-Four Thousand Nine Hundred Ninety-Five and Twenty-Six Centavos (PhP 94,995.26)** only, including taxes and other lawful charges.

This award and the implementation of the project/procurement are subject to the signing of a contract and compliance with all applicable accounting and auditing rules and regulations.

Very truly yours,

**ANTONIO A. MORALES**  
Undersecretary and  
Head of the Procuring Entity

**MyBusyBee Inc.**

Unit 7, G/F Burgundy Place Condominium  
174-B Gonzales St. Loyola Heights, Quezon City