



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS



**BIDS AND AWARDS COMMITTEE**

**BAC Resolution No. HO-351-24**

**RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT THROUGH NEGOTIATED PROCUREMENT UNDER SECTION 53.9 (SMALL VALUE PROCUREMENT) FOR THE LEASE OF MOTOR VEHICLES FOR THE ORGANIZERS, SECRETARIAT, AND SPEAKERS OF THE INTERNATIONAL CONFERENCE ON WOMEN, PEACE, AND SECURITY ON 27 – 31 OCTOBER 2024**

**WHEREAS**, the Office of United Nations and International Organizations (“UNIO”) intends to lease motor vehicles for the Organizers, Secretariat, and Speakers of the International Conference on Women, Peace, and Security on 27 – 31 October 2024;

**WHEREAS**, the lease of motor vehicles for the Organizers, Secretariat, and Speakers of the International Conference on Women, Peace, and Security on 27 – 31 October 2024, with an Approved Budget for the Contract (“ABC”) of *Six Hundred Ten Thousand Pesos* (PhP 610,000.00) only, chargeable against UNIO’s FY 2024 MOOE for Representation Expenses, is included in the Department’s Supplemental Annual Procurement Plan (“SAPP”) for FY 2024;

**WHEREAS**, Section 53.9 of the Revised Implementing Rules and Regulations (“IRR”) of Republic Act (“RA”) No. 9184, otherwise known as the “Government Procurement Reform Act of 2003”, allows an agency to resort to Small Value Procurement as 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**, pursuant to Item No. (V)(D)(8)(b)(iii) of Annex “H” of the 2016 revised IRR of RA 9184, a Request for Quotation (“RFQ”) was posted on the Philippine Government Electronic Procurement System (“PhilGEPS”) website for at least three (3) consecutive days, starting from 17 to 20 September 2024;

**WHEREAS**, in compliance with Item No. (V)(D)(8)(b)(ii), Annex “H” of the IRR, RFQs were sent to at least three (3) potential suppliers/contractors, namely: A&W Tours En Transport Corporation; JS Placido Travel and Tours; Four Letters Travel & Tours;

**WHEREAS**, in response to the solicitation of offers, quotations were received from: JS Placido Travel and Tours (PhP 561,360.00); Enterprise Car Lease Philippines, Inc. (PhP 558,000.00); A&W Tour En Transport Corporation (PhP 510,000.00) and **Four Letters Travel & Tours**, which submitted the lowest calculated


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and most responsive quotation in the amount of *Four Hundred Ten Thousand Pesos* (Php 410,000.00) only;

**NOW, THEREFORE**, we, the Members of the Bids and Awards Committee of the Department, **RESOLVE** to **RECOMMEND** to the Head of the Procuring Entity ("HoPE") resort to Negotiated Procurement under Section 53.9 (Small Value Procurement) as the alternative method of procurement for the lease of motor vehicles for the Organizers, Secretariat, and Speakers of the International Conference on Women, Peace, and Security on 27 – 31 October 2024 to ***Four Letters Travel & Tours***, subject to the abovementioned requirements, and provided that existing auditing rules and regulations shall be strictly observed by the end-user.

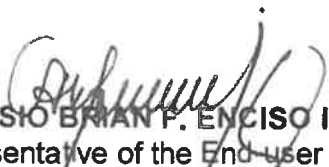
**ADOPTED**, this 2<sup>nd</sup> day of October 2024, Pasay City.

  
**EDGAR B. BADAJOS**  
BAC Chairperson

  
**WINSTON DEAN S. ALMEDA**  
BAC Vice Chairperson

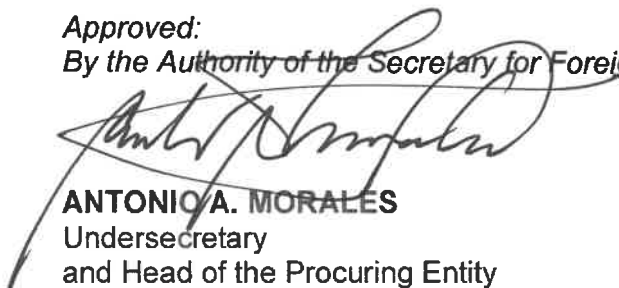
  
**ADRIAN G. MIRAS**  
BAC Member

  
**MARCO ANGELO FELIX L. LOPEZ**  
BAC Member

  
**AMBROSIO BRIAN F. ENCISO III**  
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



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KAGAWARAN NG UGNAYANG PANLABAS



NOTICE OF AWARD

2 October 2024

Sir/Madam:

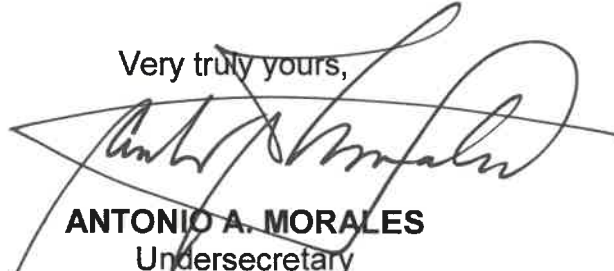
Please be informed that, upon the recommendation of the Bids and Awards Committee ("BAC") of the Department of Foreign Affairs ("DFA") as contained in its Resolution No. **HO-351-24**, the DFA is awarding the contract on the following project/procurement to your firm, ***Four Letters Travel & Tours***:

Project Title	End-User Unit
<b>LEASE OF MOTOR VEHICLES FOR THE ORGANIZERS, SECRETARIAT, AND SPEAKERS OF THE INTERNATIONAL CONFERENCE ON WOMEN, PEACE, AND SECURITY ON 27 – 31 OCTOBER 2024</b>	UNIO

The contract has a total cost of *Four Hundred Ten Thousand Pesos* (PhP 410,000.00) only, inclusive of 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

***Four Letters Travel & Tours***  
081 Flamengco Panghulo  
Obando, Bulacan