



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN

BIDS AND AWARDS COMMITTEE

BAC RESOLUTION NO. 2025-007B

RESOLUTION RECOMMENDING, BY REFERENDUM, TO RESORT TO NEGOTIATED PROCUREMENT FOR HIGHLY TECHNICAL CONSULTANT, AS AN ALTERNATIVE METHOD OF PROCUREMENT UNDER THE 2016 IRR OF R.A. NO. 9184, THE AWARD TO MS. MARIA TERESA ORTIZ-MATERA OF LIT FASHION CONSULTANCY FOR THE PROCUREMENT OF SERVICES AS CONSULTANT AND EVENT ORGANIZER FOR THE PHILIPPINE CULTURAL PRESENTATION ON THE EVOLUTION OF THE PHILIPPINE *TERNO* FOR THE TOKYO WOMEN'S CLUB MEETING ON 23 MAY 2025

WHEREAS, the Embassy of the Republic of the Philippines in Japan (Embassy), through its Cultural Section, has been chosen by the Tokyo Women's Club (TWC) to host the TWC's meeting for the month May 2025, and to feature a cultural presentation for the event;

WHEREAS, the Embassy, through its Cultural Section, has decided to feature the evolution of the Philippine *terno* as the Embassy's cultural presentation, and notes the importance of engaging the services of a consultant who can prepare the concept, curate and present *terno* collections in a visually appealing and creative manner;

WHEREAS, the consultant shall be responsible for: a) organizing a lecture presentation from an expert in Filipino textiles, clothing and accessories; b) preparing arrangements for the lecturer's travel to Tokyo for the presentation; c) preparing and shipping historically significant sample *ternos* from the Philippines to Tokyo; and d) all other preparatory works to ensure a successful implementation of the lecture and cultural presentation from 21 April 2025 up to the date of the meeting on 23 May 2025;

WHEREAS, the planning and arrangement of the *terno* presentation is included in Post's Supplemental Annual Procurement Plan (SAPP);

WHEREAS, the Embassy intends to use the approved budget of **Seven Hundred Ten Thousand Japanese Yen (¥710,000.00)**, chargeable against the General Fund – Representation Allowance, for the hiring of the consultant;

WHEREAS, Section 53.7 of the 2016 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 Negotiated Procurement of Highly Technical Consultants hired to do work that is: (i) highly technical or proprietary; or (ii) primarily confidential or policy determining, where trust and confidence are the primary considerations for the hiring of the consultant: *Provided*, however, that the term of individual

consultants shall, at the most, be on a six-month basis, renewable at the option of the appointing Head of the Procuring Entity, but in no case shall exceed the term of the latter;

WHEREAS, Ms. Ortiz-Matera has been verified to have extensive knowledge and experience in organizing cultural presentations as a consultant, as head of the LIT Fashion Consultancy, and as HTC for other cultural projects of the Embassy such as the *2023 Habi Natin Terno Exhibition and Weave Lecture* and the *2024 Barong Tagalog Exhibition*;

WHEREAS, the procurement for the services of Ms. Maria Teresa Ortiz-Matera as consultant for the presentation on the evolution of the Philippine *terno* is highly technical or proprietary and falls under Sec.53.7 of the 2016 IRR of R.A. No. 9184;

WHEREAS, Ms. Ortiz-Matera submitted an official quotation of **Seven Hundred Ten Thousand Japanese Yen (¥710,000.00)** and a project proposal which complies with the technical specifications under the Terms of Reference prepared by the Embassy's Cultural Section;

WHEREAS, the BAC conducted due diligence inquiries on the selection of Ms. Maria Teresa Ortiz-Matera as consultant and event organizer found her to be technically, legally, and financially capable service provider at the most advantageous price and contract for the Government;

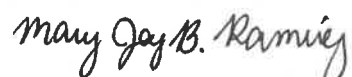
WHEREAS, the Bids and Awards Committee, after taking into consideration all relevant factor, finds that awarding of the consultancy contract, amounting to **Seven Hundred Ten Thousand Japanese Yen (¥710,000.00)**, to Ms. Maria Teresa Ortiz-Matera may be done under Section 53.7(i) of the 2016 IRR of RA 9184;

NOW, THEREFORE, in light of the foregoing considerations, WE, the Members of the Bids and Awards Committee, hereby **RESOLVE** to:

RECOMMEND, by referendum, to the Head of the Procurement Entity (HOPE) of the Philippine Embassy in Tokyo, Japan, to resort to Negotiated Procurement for a Highly Technical Consultant, as an alternative mode of procurement under Sec. 53.7 of the 2016 IRR of R.A. 9184, the award of the Contract to **Ms. Maria Teresa Ortiz-Matera of LIT Fashion Consultancy**, for the procurement of services as consultant and event organizer for the Philippine cultural presentation on the evolution of the Philippine *terno* for the Tokyo Women's Club Meeting on 23 May 2025, for the total amount of **Seven Hundred Ten Thousand Japanese Yen (¥710,000.00)**.

Adopted this 5th day of April 2025 in Tokyo, Japan.


CHRISTIAN L. DE JESUS
Chairperson


MARY JOY B. RAMIREZ
Vice Chairperson


JAN KENNETH E. BOLANTE
Member


FATIMA G. QUINTIN
Member


ALVIN C. MALASIG
Member

Approved:


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity
Date Approved: 5 April 2025

NOW, THEREFORE, in light of the foregoing considerations, WE, the Members of the Bids and Awards Committee, hereby **RESOLVE** to:

RECOMMEND, by referendum, to the Head of the Procurement Entity (HOPE) of the Philippine Embassy in Tokyo, Japan, to resort to Negotiated Procurement for a Highly Technical Consultant, as an alternative mode of procurement under Sec. 35(g) of R.A. 12009, the award of the Contract to **Ms. Maria Teresa Ortiz-Matera of LIT Fashion Consultancy**, for the procurement of her services as consultant and event organizer for the Philippine cultural presentation on the evolution of the Philippine terno for the Tokyo Women's Club Meeting on 23 May 2025, for the total amount of **Seven Hundred Ten Thousand Japanese Yen (¥710,000.00)**.

Adopted this 5th day of April 2025 in Tokyo, Japan.


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Chairperson


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Member


ALVIN C. MALASIG
Member

Approved:


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity
Date Approved: 5 April 2025

NAME	INITIALS
AO VC MIA Rulloda BAC Secretariat Head	
CO JC Disomimba BAC Secretariat, Member	
PO MKCP Garcia BAC Secretariat, Member	
LO JR San Jose BAC Secretariat, Member	



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN

NOTICE OF AWARD

Date: 12 April 2025

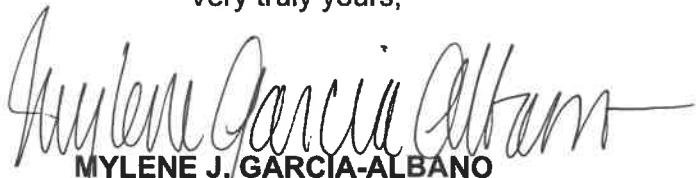
Madam:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Philippine Embassy in Tokyo, Japan, as contained in its Resolution No. 2025-007B dated 5 April 2025, the Philippine Embassy in Tokyo is awarding the following procurement to **Ms. Maria Teresa Ortiz-Matera**:

Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Procurement of services as consultant and event organizer for the Philippine cultural presentation on the evolution of the Philippine <i>terno</i> for the Tokyo Women's Club Meeting on 23 May 2025	Seven Hundred Ten Thousand Japanese Yen (¥710,000.00)

Implementation of the above is subject to existing accounting and auditing requirements and the signing of a contract.

Very truly yours,


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Ms. MARIA TERESA ORTIZ-MATERA
Consultant and Event Organizer
LIT Fashion Consultancy
Tokyo, Japan

NOTICE OF AWARD

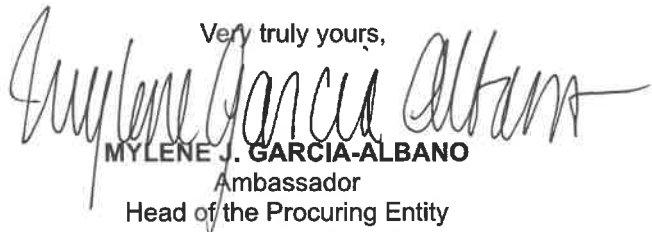
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Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Philippine Embassy in Tokyo, Japan, as contained in its Resolution No. 2025-007B dated 5 April 2025, the Philippine Embassy in Tokyo is awarding the following procurement to **Ms. Maria Teresa Ortiz-Matera**:

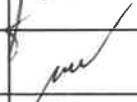
Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Procurement of services as consultant and event organizer for the Philippine cultural presentation on the evolution of the Philippine <i>terno</i> for the Tokyo Women's Club Meeting on 23 May 2025	Seven Hundred Ten Thousand Japanese Yen (¥710,000.00)

Implementation of the above is subject to existing accounting and auditing requirements and the signing of a contract.

Very truly yours,

MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Ms. MARIA TERESA ORTIZ-MATERA

Consultant and Event Organizer
LIT Fashion Consultancy
Tokyo, Japan

NAME	INITIALS
DCM CL De Jesus BAC Chairperson	
CG MJB Ramirez BAC Vice Chairperson	
Consul JKE Bolante BAC Member	
Consul FG Quintin BAC Member	
Consul AC Malasig BAC Member	
Vice Consul and AO MIA Rulloda BAC Secretariat Head	
CO JC Disomimba BAC Secretariat, Member	
PO MKCP Garcia BAC Secretariat, Member	
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EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN



LTR-076-2025

15 April 2025

Letter of Agreement

Dear Ms. Ortiz-Matera,

Mabuhay from the Philippine Embassy in Japan!

We wish to avail of your services as consultant and lecture organizer for the "Terno: A Presentation on the beloved Filipino dress" featuring expert Ms. Len Cabili, a proponent and champion for the Philippine weaving industry and the creative director behind the Filipino brand *Filip+Inna*, for the Philippine cultural presentation during Tokyo Women's Club Meeting to be hosted by the Embassy of the Republic of the Philippines in Tokyo, Japan ("Tokyo PE") on 23 May 2025, 10:30 a.m. - 2:00 p.m. at the Official Residence.

We welcome your proposal and quotation as submitted to the Embassy of the Republic of the Philippines in Tokyo, Japan (Tokyo PE).

In view of the foregoing, the Tokyo PE commits to support this project and shall:

- Provide a maximum amount of **Seven Hundred and Ten Thousand Yen (JPY 710,000.00)** only as fees for the services of Ms. Matera of LIT Fashion Consultancy as consultant and lecture organizer for the "Terno: A Presentation on the beloved Filipino dress" featuring expert Ms. Len Cabili, a proponent and champion for the Philippine weaving industry and the creative director behind the Filipino brand *Filip+Inna*, for the Philippine cultural presentation during Tokyo Women's Club Meeting, subject to the provision of the deliverables / services enumerated in the conditions stated below.
- Directly release the full amount to Ms. Matera within thirty (30) working days after implementation of activity. This is subject to Ms. Matera's fulfillment of the conditions stated below.
- Cover for all applicable bank charges and wire transfer fees. Bank charges and transfer fees will not be deducted from the total amount of budget stipulated in this Agreement; and
- Send a proof of deposit/remittance of the payment to Ms. Matera.

Ms. Matera of LIT Fashion Consultancy, Tokyo PE's consultant and event organizer, shall provide the following deliverables / services:

- Set up and implement the "Terno: A Presentation on the beloved Filipino dress" – a 30-40 minute audio visual lecture presentation featuring expert Ms. Len Cabili, followed by a Q and A Session, for the Philippine cultural presentation during Tokyo Women's Club Meeting on 23 May 2025 (presentation schedule within 10:30 a.m. – 2:00 p.m.), subject to consideration and approval of Tokyo PE;

5-15-5 Roppongi, Minato-ku, Tokyo 106-8537 Japan
Tel.no. (+81) 3-5562-1600 / Fax no. (+81) 3-5562-1603
<http://tokyo.philembassy.net>

- Prepare the concept, and curate the display of five (5) *temos* to be displayed different designers spanning several decades, among the following designers, including bringing these items from the Philippines to Japan, floor panels for the descriptions of the *temos*, and rental of mannequins for the display:
 - a. Salvacion Slim Higgins
 - b. Inno Sotto
 - c. Joey Samson
 - d. Lulu Tan Gan
 - e. Filip+Inna
 - f. Peach Garde.
- Coordinate with Tokyo PE from preparations up to the day of the implementation of the exhibition, including the provision of the advance texts for the panels for Japanese translation;
- Provide assistance to Tokyo PE in all preparatory activities in relation to the lecture presentation, if any;
- For processing of payment, submit the following information and documents to Tokyo PE within 30 working days after the day the exhibition is implemented:
 - a. Photocopy of bank account (passbook) or bank details necessary for remittance;
 - b. Signed Letter of Agreement;
 - c. Send an acknowledgement receipt of payment signed by Ms. Matera;

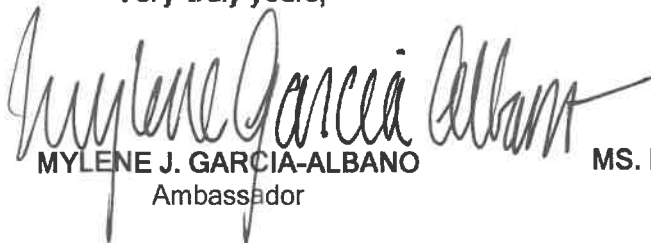
In the event of your unjustified failure to complete or fully implement the Project in accordance with the terms and conditions stipulated in this Agreement, the Tokyo PE may forfeit and terminate this Agreement.

Neither party shall be liable for any failure arising out of compliance with any law, ordinance, regulation, ruling, order or other governmental action arising out of acts of God, fire, flood, war, insurrections, sabotage, accidents, or any other similar circumstance beyond the reasonable control of the party whose performance is affected.

Should you be amenable with the abovementioned terms, please affix your signature below.

Thank you.

Very truly yours,


 MYLENE J. GARCIA-ALBANO
 Ambassador

Conforme:


 MS. MARIA TERESA (TETTA) ORTIZ-MATERA
 Consultant, Event Organizer
 LIT Fashion Consultancy



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
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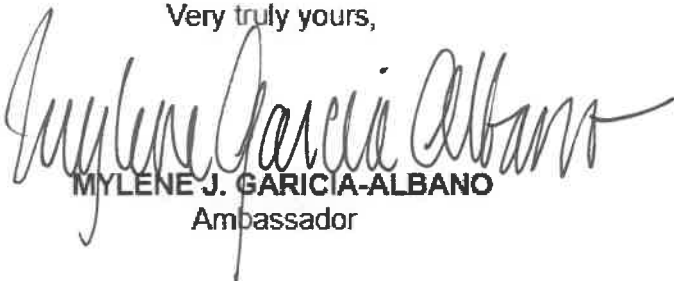
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MS. TERESA (TETTA) ORTIZ-MATERA
 Consultant, Event Organizer
 LIT Fashion Consultancy



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NOTICE TO PROCEED

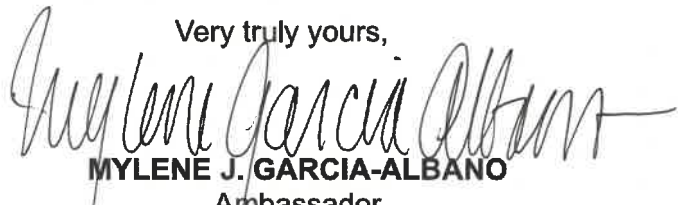
Date: 21 April 2025

Madam:

Please be informed that pursuant to the Notice of Award dated 12 April 2025 issued by the Philippine Embassy in Tokyo, **Ms. MARIA TERESA ORTIZ-MATERA** is hereby engaged as consultant and event organizer for the Philippine cultural presentation on the evolution of the Philippine *terno* for the Tokyo Women's Club Meeting on 23 May 2025, for the total amount of **Seven Hundred Ten Thousand Japanese Yen (¥710,000.00)**, inclusive of taxes and other lawful charges.

This Notice is being issued in accordance with the requirements of Republic Act No. 9184 or the "Government Procurement Reform Act".

Very truly yours,


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Ms. MARIA TERESA ORTIZ-MATERA
Consultant and Event Organizer
LIT Fashion Consultancy
Tokyo, Japan

NOTICE TO PROCEED

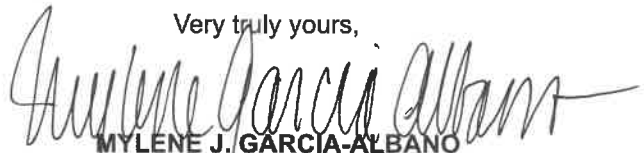
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Ambassador
Head of the Procuring Entity

Ms. MARIA TERESA ORTIZ-MATERA
Consultant and Event Organizer
LIT Fashion Consultancy
Tokyo, Japan

NAME	INITIALS
DCM CL De Jesus BAC Chairperson	
CG MJB Ramirez BAC Vice Chairperson	
Consul JKE Bolante BAC Member	
Consul FG Quintin BAC Member	
Consul AC Malasig BAC Member	
Vice Consul and AO MIA Rulloda BAC Secretariat Head	
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LO JR San Jose BAC Secretariat, Member	