



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES

フィリピン 共和国 大使館

TOKYO, JAPAN

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## BIDS AND AWARDS COMMITTEE

### BAC RESOLUTION NO. 2022-005

**RESOLUTION RECOMMENDING, BY REFERENDUM, TO THE HEAD OF POST OF THE PHILIPPINE EMBASSY IN TOKYO, JAPAN TO RESORT TO THE MODE OF PROCUREMENT UNDER GPPB RESOLUTION NO. 28-2017 DATED 31 JULY 2017 FOR THE PROCUREMENT OF A HOTEL VENUE AND FOOD CATERING FOR THE PHILIPPINE NATIONAL DAY RECEPTION FOR THE JAPANESE GOVERNMENT OFFICIALS, DIPLOMATIC CORPS AND OTHER STAKEHOLDERS IN CELEBRATION OF THE 125<sup>TH</sup> PHILIPPINE INDEPENDENCE DAY BY THE PHILIPPINE EMBASSY IN TOKYO, JAPAN TO BE HELD ON 12 JUNE 2023, AND THE AWARD TO IMPERIAL HOTEL, LTD. FOR THE PROCUREMENT OF THE SAID HOTEL VENUE AND FOOD CATERING SERVICE**

**WHEREAS**, in view of the 125<sup>th</sup> Philippine Independence Day on 12 June 2023, the Philippine Embassy in Tokyo will hold a National Day Reception on the said date;

**WHEREAS**, Ambassador Mylene Garcia-Albano will welcome approximately four hundred (400) Japanese government officials, members of the Diplomatic Corps and representatives of the business sector, the academe, and the media to a Philippine Food Buffet with free-flowing non-alcoholic beverages;

**WHEREAS**, the contracting of said venue and food catering is under Cultural Activities for the Philippine Independence Day Celebration which is included in the Procuring Entity's Annual Procurement Plan;

**WHEREAS**, it intends to use the approved budget of **Six Million Seven Hundred Thousand Japanese Yen (JPY6,700,000)**, the approved budget for the Philippine National Day Reception on 12 June 2023, chargeable against FY 2023 MOOE of Post;

**WHEREAS**, Republic Act No. 9184, otherwise known as the *Government Procurement Reform Act* and its Implementing Rules and Regulations prescribe for the modernization, standardization and regularization of the procurement of the government;

**WHEREAS**, CIR-397-BAC-2018 dated 15 February 2018 and CIR-2354-OUA-2019 dated 15 October 2019 provided GPPB Resolution No. 28-2017 dated 31

July 2017, prescribing guidelines for overseas procurement of goods and services, infrastructure and consulting services;

**WHEREAS**, under the same resolution, Foreign Service Posts will not be required to post their procurement activities in the PHILGEPS website until the corresponding facility has become available through the PhilGEPS Modernization Project, the requirement of advertisement of procurement projects through newspapers was dispensed, as well as documentary requirements are relaxed to take into consideration the usual trade and business practices of the host country;

**WHEREAS**, under the GPPB Resolution No. 28-2017, procurement of any goods, services, infrastructure or consultancy project, regardless of amount, can be conducted by sending out three (3) requests for quotations (RFQ) to at least three suppliers, contractors or consultants of known qualifications, and receipt of one (1) quotation would be sufficient to recommend award of the project;

**WHEREAS**, for the procurement of a hotel venue and food catering for the Philippine National Day Reception which will be held on 12 June 2023, the Philippine Embassy requested three (3) hotels, namely Imperial Hotel, Ltd., New Otani Hotel, and ANA Intercontinental;

**WHEREAS**, out of the three companies, the Imperial Hotel, Ltd. responded and submitted the single calculated responsive quotation of **Six Million Six Hundred Fifty Four Thousand Eight Hundred Ten Japanese Yen (¥6,654,810)**, for the procurement of a hotel venue and food catering service for the said National Day Reception in celebration of the 125<sup>th</sup> Philippine Independence Day on 12 June 2023;


**WHEREAS**, the BAC conducted due diligence inquiries on the submission of Imperial Hotel, Ltd. and found that its quotation is responsive to BAC's RFQ and that the company is found to be technically, legally, and financially capable supplier;

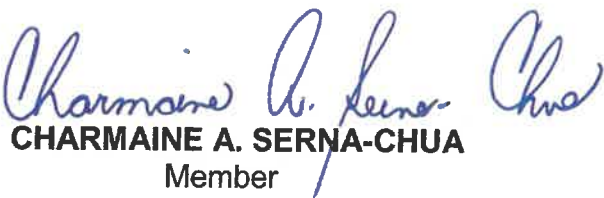
**NOW, THEREFORE**, in light of the foregoing considerations, WE, the Members of the Bids and Awards Committee, hereby **RESOLVE** to:

**RECOMMEND, by referendum**, to the Head of the Procurement Entity (HOPE) of the Philippine Embassy in Tokyo, Japan, to resort to **the mode of procurement under GPPB Resolution No. 28-2017 dated 31 July 2017, the award of the Contract to Imperial Hotel, Ltd.** for the procurement of a hotel venue and food catering service for the Philippine National Day Reception on 12 June 2023, in celebration of the 125<sup>th</sup> Philippine Independence Day **for the total amount of Six Million Six Hundred Fifty Four Thousand Eight Hundred Ten Japanese Yen (¥6,654,810).**

Adopted this 17<sup>th</sup> day of May 2023, Tokyo, Japan.


  
**ROBESPIERRE L. BOLIVAR**  
Chairperson

  
**EVANGELINE T. ONG JIMENEZ-DUCROCQ**  
Vice Chairperson

  
**CHARMAINE A. SERNA-CHUA**  
Member

  
**JAN KENNETH E. BOLANTE**  
Member

  
**MARY JOY B. RAMIREZ**  
Member

  
**MYLENE J. GARCIA-ALBANO**  
Ambassador  
Head of the Procuring Entity  
Date Approved: 17 May 2023



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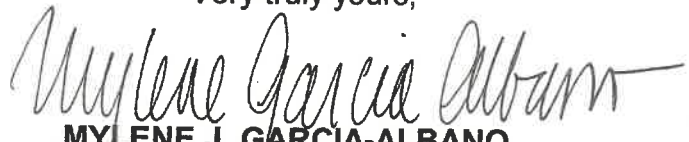
**NOTICE OF AWARD**

Date: 18 May 2023

Sir:

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.2022-005 dated 17 May 2023, the Philippine Embassy in Tokyo is awarding to **Imperial Hotel, Ltd.** the contract for the procurement of a hotel venue and food catering service for the Philippine National Day Reception on 12 June 2023, in celebration of the 125<sup>th</sup> Philippine Independence Day on 12 June 2022 **for the total amount of Six Million Six Hundred Fifty Four Thousand Eight Hundred Ten Japanese Yen (¥6,654,810)** only inclusive of taxes and other lawful charges, subject to the Department of Foreign Affairs' existing accounting and auditing requirement and subject to the signing of the Contract.

Very truly yours,

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

**Kei Ayukawa**

Director, International Sales  
Sales Department, Imperial Hotel, Ltd.  
1-1-1 Uchisaiwaicho, Chiyoda-ku, Tokyo  
Tel. No. 03-3504-1111



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**NOTICE TO PROCEED**

Date: 19 May 2023

Sir:

Please be informed that pursuant to the Notice of Award dated 18 May 2023 issued by the Philippine Embassy in Tokyo, **Imperial Hotel, Ltd.** is hereby given this **Notice to Proceed** for the procurement of a hotel venue and food catering service for the Philippine National Day Reception on 12 June 2023, in celebration of the 125<sup>th</sup> Philippine Independence Day on 12 June 2023 **for the total amount of Six Million Six Hundred Fifty Four Thousand Eight Hundred Ten Japanese Yen (¥6,654,810) only inclusive of taxes and other lawful charges.**

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Act of 2003.

Very truly yours,

**MYLENE J. GARCIA-ALBANO**

Ambassador

Head of the Procuring Entity

**Kei Ayukawa**

Director, International Sales

Sales Department, Imperial Hotel, Ltd.

1-1-1 Uchisaiwaicho, Chiyoda-ku, Tokyo

Tel. No. 03-3504-1111