



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. 2023-021

RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT IN ACCORDANCE WITH THE "GUIDELINES FOR THE PROCUREMENT OF GOODS AND SERVICES, INFRASTRUCTURE PROJECTS, AND CONSULTING SERVICES TO BE PROCURED AND PERFORMED OVERSEAS," AS APPROVED UNDER GPPB RESOLUTION NO. 28-2017 DATED 31 JULY 2017, FOR THE PROCUREMENT OF SERVICES FOR RENOVATION AND INSTALLATION OF SECONDARY GLASS WINDOW INSIDE THE MASTER'S BEDROOM AND THE ADJOINING DRESSING/TV ROOM (ROOMS 208 and 209) OF THE OFFICIAL RESIDENCE OF THE AMBASSADOR LOCATED AT 1-1-1 FUJIMI, CHIYODA-KU, TOKYO, AND THE AWARD TO PAE DESIGN AND FACILITY MANAGEMENT FOR THE SAID SERVICES.

WHEREAS, Tokyo PE intends to procure services for the renovation and installation of secondary glass window inside the master's bedroom and the adjoining dressing/TV room (Rooms 208 and 209) of the Official Residence of the Ambassador located at 1-1-1 Fujimi, Chiyoda-ku, Tokyo;

WHEREAS, the master's bedroom is located in an area that experiences colder temperatures during the winter season. While the current glass window provides some insulation, it is not enough to prevent cold air from seeping in. This makes it difficult to maintain a comfortable temperature in the room, even with the use of a heater.

WHEREAS, the installation of additional glass windows inside the room would greatly improve the insulation and help to keep the room warm during the colder months.

WHEREAS, the procurement of the services of a company for the renovation and installation of secondary glass window inside the master's bedroom and the adjoining dressing/TV room (Rooms 208 and 209) with an Approved Budget for the Contract (ABC) of **One Million Eighty Three Thousand Thirty Four and Fourteen Centavos Only (PHP1,083,034.14)** is duly authorized by the Department of Foreign Affairs, chargeable against the Department's Building Fund FY 2023 with ORS No. 011011012023-09-006848 dated 8 September 2023, under facsimile message no. TK-457-OUA-2023 dated 13 September 2023;

WHEREAS, under the “*Guidelines for the Procurement of Goods and Services, Infrastructure Projects, and Consulting Services to be Procured and Performed Overseas,*” as approved under GPPB Resolution No. 28-2017 dated 31 July 2017, the procurement of any goods, services, infrastructure or consultancy project, regardless of amount, can be conducted by sending out Requests for Quotations (RFQ) to at least three (3) suppliers, contractors or consultants of known qualifications, and receipt of one (1) quotation would be sufficient to recommend award of the project;

WHEREAS, under the same Guidelines, Foreign Service Posts are no longer required to post their procurement activities on the PhilGEPS website until the corresponding facility has become available through the PhilGEPS Modernization Project, and the requirement of advertisement of procurement projects through newspapers have been dispensed with, as well as documentary requirements are relaxed to take into consideration the usual trade and business practices of the host country;

WHEREAS, for the renovation and installation of a secondary glass window inside the master's bedroom and the adjoining dressing/TV room, the Philippine Embassy requested quotations from reputable companies in Japan, namely Akitem Company, PAE Design and Facility Management and Sakuma Juken Co. Ltd.;

WHEREAS, based on the Abstract of Quotations submitted to the Bids and Awards Committee, PAE Design and Facility Management responded and submitted the lowest and responsive quotation in the amount of **Two Million Five Hundred Thirty Thousand Japanese Yen Only (JPY2,530,000)**;

NOW, THEREFORE, in light of the foregoing considerations, WE, the Members of the Bids and Awards Committee, hereby RESOLVE to RECOMMEND to the Head of the Procuring Entity (HOPE) of the Philippine Embassy in Tokyo, Japan, to resort to the mode of procurement in accordance with the “*Guidelines for the Procurement of Goods and Services, Infrastructure Projects, and Consulting Services to be Procured and Performed Overseas,*” as approved under GPPB Resolution No. 28-2017, the renovation and installation of a secondary glass window inside the master's bedroom and the adjoining dressing/TV room, through PAE Design and Facility Management in the total amount of **Two Million Five Hundred Thirty Thousand Japanese Yen Only (JPY2,530,000)**, including taxes and other lawful charges, delivery cost and installation charges.

Adopted this 25th day of October 2023 in Tokyo, Japan.


ROBESPIERRE L. BOLIVAR
Chairperson

EVANGELINE T. ONG JIMENEZ-DUCROCQ
Vice Chairperson

CHARMAINE A. SERNA-CHUA
Member

MARY JOY B. RAMIREZ
Member

JAN KENNETH T. BOLANTE
Member

Approved:

MYLENE J. GARCIA-ALBANO
Ambassador

Head of the Procuring Entity
Date Approved: 25 October 2023



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NOTICE OF AWARD

26 October 2023

Sir/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. 2023-021 dated 25 October 2023, the Philippine Embassy in Tokyo is awarding to **PAE Design and Facility Management** the contract for the renovation and installation of secondary glass window inside the master's bedroom and the adjoining dressing/TV room (Rooms 208 and 209) of the Official Residence of the Ambassador located at 1-1-1 Fujimi, Chiyoda-ku, Tokyo for the total amount of **Two Million Five Hundred Thirty Thousand Japanese Yen Only (JPY2,530,000)**, inclusive of taxes, other lawful charges, delivery and installation, subject to the Department of Foreign Affairs' existing accounting and auditing requirements and subject to the signing of the Contract.

This Notice of Award 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

Date Approved: 25 October 2023

MR. SCOTT GOLD

President, PAE Design and Facility Management

PAE Shiba Building,

1-3-10 Shiba Koen,

Minato-ku, Tokyo 105-0011

Tel. No. 03.3436.0591



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NOTICE TO PROCEED

27 October 2023

Sir/Madam:

Please be informed that pursuant to the Notice of Award dated 26 October 2023 issued by the Philippine Embassy in Tokyo, **PAE Design and Facility Management** is hereby given this **Notice to Proceed** the contract for the renovation and installation of secondary glass window inside the master's bedroom and the adjoining dressing/TV room (Rooms 208 and 209) of the Official Residence of the Ambassador located at 1-1-1 Fujimi, Chiyoda-ku, Tokyo for the total amount of **Two Million Five Hundred Thirty Thousand Japanese Yen Only (JPY2,530,000)** 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

Date Approved: 25 October 2023

MR. SCOTT GOLD

President, PAE Design and Facility Management
PAE Shiba Building,
1-3-10 Shiba Koen,
Minato-ku, Tokyo 105-0011
Tel. No. 03.3436.0591