



**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. 2023-004**

**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 THE CONSULTING SERVICES FOR THE SEISMIC STRUCTURAL ANALYSIS OF THE OFFICIAL RESIDENCE OF THE AMBASSADOR AND THE AWARD OF THE CONTRACT TO PAE DESIGN & FACILITY MANAGEMENT AS THE HIGHEST RATED AND RESPONSIVE BIDDER**

**WHEREAS**, the Official Residence of the Ambassador, which is the first officially designated National Historical Landmark outside Philippine soil and called the “crown jewel” of the Philippine Foreign Service, was originally built in 1933 to 1935.

**WHEREAS**, the residence went through major renovation to maintain its original structure in 1963, 1993, 1996 and 2001. However, none of these renovations show that the residence was placed under seismic structural analysis.

**WHEREAS**, there is a need to ensure its preservation and upkeep, especially in Japan where earthquakes and tsunamis often occurred. Further, several signs of structural deterioration have been showing in the foundation, roof tiles, interior pipes and electrical wiring in view of its old age of almost 90 years since its original construction.

**WHEREAS**, on 4 April 2023, the BAC posted in its website and conspicuous places within its premises, the Request for Expression of Interest (REI) for the Consulting Services for the Structural Seismic Analysis of the four-storey building of the Official Residence of the Ambassador with an Approved Budget for the Contract (ABC) of **Eighteen Million Japanese Yen (JPY18,000,000)**;

**WHEREAS**, in response to the said advertisements, four (4) service providers have signified their interest to bid, namely: PAE Design & Facility Management, Akitem Company, Takenaka Corporation and A-tom Corporation.

**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**, on 2 May 2023, the Deadline for the Submission of Quotations, the following prospective service providers submitted their documents and quotations with the cutoff date and time:

- 1) PAE Design & Facility Management; and
- 2) Akitem Company.

**WHEREAS**, using the Quality Cost-Based Evaluation, PAE Design & Facility Management garnered the weighted score of .825 while Akitem Company attained only the score of .25. (Copy of the result attached as Annex "A");

**WHEREAS**, the BAC conducted due diligence inquiries on the submission of PAE Design & Facility Management and found that its proposal and documents are responsive to BAC's REI and that the company is found to be technically, legally, and financially capable service provider;


**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 and the use of the Quality Cost-Based Evaluation (QCBE) procedure pursuant to Republic Act No. 9184, the award of the Contract to PAE Design & Facility Management for the procurement for the consulting service for the seismic structural analysis of the Official Residence of the Ambassador located at 1-1-1 Fujimi, Chiyoda-ku, Tokyo for the total amount of Fifteen Million Eight Hundred Thirty Thousand Japanese Yen (¥15,830,000).**

**Adopted** this 8<sup>th</sup> day of May 2023, Tokyo, Japan.


  
**ROBESPIERRE L. BOLIVAR**  
Chairperson

*On approved leave*  
**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: 8 May 2023

**CONSULTING SERVICES FOR THE SEISMIC STRUCTURAL ANALYSIS OF THE OFFICIAL RESIDENCE OF THE PHILIPPINE AMBASSADOR "KUDAN"  
LOCATED AT 1-1-1 FUJIMI, CHYODA-KU, TOKYO**

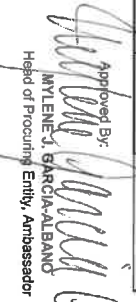
**ELIGIBILITY EVALUATION AND SHORTLISTING**

No.	Criteria (Required documents for submission in matrix forms)	Rating System	Weight	PAB Design & Facility Management		Athem Co.			
				Actual	Point Score	Actual	Point Score	Weighted Score	
1	Years in Business (Submission of SEC Registration or its equivalent registration at the host country)	4 pts - More than 8 years 3 pts - More than 6 years to 8 years 2 pts - More than 4 years to 6 years 1 pt - 3 years to 4 years	20%	More than 8 years	4	0.2	More than 8 years	4	0.2
2	Years in business in providing seismic structural analysis (Copy of the oldest contract)	4 pts - More than 8 years 3 pts - More than 6 years to 8 years 2 pts - More than 4 years to 6 years 1 pt - 2 years to 4 years	25%	More than 8 years	4	0.25	No experience on seismic analysis	0	
3	Statement of completed contracts on similar projects in the last five years	4 pts - 4 or more completed similar contracts 3 pts - 3 completed similar projects 2 pts - 2 completed similar projects 1 pt - 1 completed similar projects  The statement should contain the following: - Name and location of the contract/project - Date of the contract - Type of consulting service - Contract duration	35%	2 completed similar projects	2	1.75	No contract on similar project	0	
4	Contract value of the Single Largest Completed Contract (SLCC) on Similar Projects.  Submitted SLCC. The following must be submitted as basis for the rating: a. Copy of Certificate of Performance evaluation Performance Evaluation showing a rating for at least Satisfactory issued by bidder's client for above contracts b. Copy of Contract showing the terms and conditions and scope of works c. Copy of End user's Acceptance OR Copy of Official Receipts	4 pts - P7.1M and above 3 pts - P5.1M to P7.0M 2 pts - P4.0M to P5.0M 1pt - P3.0M to P4.0M  Notes: Not eligible if a. contract is not similar in nature; and b. none attachment / submission of required attachments/ documents	20%	Above PPhp7.1Million	4	0.2	None	0	
Criteria Minimum Passing Rate: 75%			100%			0.825 (82.5%)			0.2 (20%)
<b>Total Rating</b>									

Prepared By:  
  
**HAZEL JOY P. PANONG-CALABOCAL**  
Property Officer

Noted By:  
  
**TOSHIYUKI ESTINDARAN**  
Finance Officer

Reviewed By:  
  
**ANWAR M. ITO**  
Administrative Officer

Approved By:  
  
**MYLENE J. SARCHA-ALBANO**  
Head of Procuring Entity, Ambassador



**EMBASSY OF THE REPUBLIC OF THE PHILIPPINES**  
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**NOTICE OF AWARD**

Date: 8 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.2023-004 dated 8 May 2023, the Philippine Embassy in Tokyo is awarding to **PAE Design and Facility Management the contract for the procurement of consultancy service for Seismic Structural Analysis of the Official Residence of the Philippine Ambassador located at 1-1-1 Fujimi, Chiyoda-ku, Tokyo, for the total amount of Fifteen Million Eight Hundred Thirty Thousand Japanese Yen (¥15,830,000)** 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,

(Original signed)  
**MYLENE J. GARCIA-ALBANO**  
Ambassador  
Head of the Procuring Entity

**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



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES  
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TOKYO, JAPAN

## NOTICE TO PROCEED

Date: 11 May 2023

Sir:

Please be informed that pursuant to the Notice of Award dated 8 May 2023 issued by the Philippine Embassy in Tokyo, PAE Design and Facility Management is hereby given this **Notice to Proceed for the procurement of consultancy service for the Seismic Structural Analysis of the Official Residence of the Philippine Ambassador located at 1-1-1 Fujimi, Chiyoda-ku, Tokyo, for the total amount of Fifteen Million Eight Hundred Thirty Thousand Japanese Yen (¥15,830,000)** 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,

(Original signed)

**MYLENE J. GARCIA-ALBANO**

Ambassador  
Head of the Procuring Entity

**MR. SCOTT GOLD**

President, PAE Design and Facility Management  
PAE Shiba Building,  
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