



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. 2025-023

RESOLUTION RECOMMENDING, AD REFERENDUM, THE AWARD OF CONTRACT THROUGH GPPB RESOLUTION NO. 28-2017 TO THE YAKATABUNE HARUMIYA, FOR THE PROCUREMENT FOR THE LEASE OF VENUE FOR THE PHILIPPINE EMBASSY YEAR-END ASSESSMENT

WHEREAS, the Embassy of the Republic of the Philippines in Tokyo, Japan (Embassy) holds an annual team-building activity as part of its organizational development activities and to foster collaboration and teamwork among its personnel;

WHEREAS, the Embassy also holds an annual year-end assessment with the objective of assessing the Embassy's accomplishments for the calendar year, and finalizing the proposed plans, activities and programs for the succeeding calendar year;

WHEREAS, in order to maximize the utilization of the Embassy's resources, the Embassy has decided to combine both the team-building and the year-end assessment into one activity;

WHEREAS, the Embassy requires the services of a hotel, restaurant or event hall which can provide the lease of venue with catering for the year-end assessment, as the Embassy does not have any venue in the Chancery capable of accommodating the estimated number of participants, which includes all Embassy personnel and personnel of attached agencies, and since the former Chancery in Nampedai, Shibuya, has been declared as structurally unsafe;

WHEREAS, the procurement for the lease of venue for the Philippine Embassy Year-End Assessment, with an Approved Budget for the Contract (ABC) of **Two Million Japanese Yen (JPY2,000,000.00)** is included in Post's Supplemental Procurement Plan for Fiscal Year 2025, chargeable against the Embassy's General Fund, through the funds for Training Expenses;

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 procurement for lease of venue for the Philippine Embassy Year-End Assessment, the Philippine Embassy requested quotations from reputable hotels, restaurants and event halls, namely the Yakatabune Harumiya, the ANA Intercontinental, the Grand Hyatt and the Sheraton Miyako;

WHEREAS, based on the Abstract of Quotations, the Yakatabune Harumiya submitted the lowest calculated and responsive bid in the amount of **One Million One Hundred Sixty-Five Thousand One Hundred Twenty Japanese Yen (JPY1,165,120.00)**. All other venues submitted bids which are in excess of the ABC - ANA Intercontinental submitted a bid of Two Million One Hundred Fifty-Eight Thousand Five Hundred Japanese Yen (JPY2,158,500.00), Grand Hyatt submitted a bid of Two Million Nine Hundred Twenty-Four Thousand Seven Hundred Fifty Japanese Yen (JPY2,924,750.00) and the Sheraton Miyako submitted a bid of Two Million Six Hundred Twenty Thousand Two Hundred Japanese Yen (JPY2,620,200.00);

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 award the contract for the procurement for the lease of venue for the Philippine Embassy Year-End Assessment, to the **Yakatabune Harumiya** for the total amount of **One Million One Hundred Sixty-Five Thousand One Hundred Twenty Japanese Yen (JPY1,165,120.00)**, including taxes and other lawful charges.

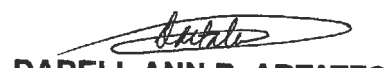
Adopted this 20th day of November 2025 in Tokyo, Japan.


CHRISTIAN L. DE JESUS
Chairperson


MARY JOY B. RAMIREZ
Vice Chairperson


FATIMA G. QUINTIN
Member


ALVIN C. MALASIG
Member


DARELL ANN R. ARTATES
Member

Approved:

A handwritten signature in black ink, reading "Mylene J. Garcia Albano", with a long horizontal flourish extending to the right.

MYLENE J. GARCIA-ALBANO

Ambassador

Head of the Procuring Entity

Date Approved: 20 November 2025

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 award the contract for the procurement for the lease of venue for the Philippine Embassy Year-End Assessment, to the **Yakatabune Harumiya** for the total amount of **One Million One Hundred Sixty-Five Thousand One Hundred Twenty Japanese Yen (JPY1,165,120.00)**, including taxes and other lawful charges.

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DARELL ANN R. ARTATES
Member

Approved:


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity
Date Approved: 20 November 2025

NAME	INITIALS
Consul AO 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
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NOTICE OF AWARD

Madam:

Date: 20 November 2025

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. 2025-023 dated 20 November 2025, the Philippine Embassy in Tokyo is awarding the following procurement to the **Yakatabune Harumiya**:

Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Procurement for lease of venue for the Philippine Embassy Year-End Assessment	One Million One Hundred Sixty-Five Thousand One Hundred Twenty Japanese Yen (JPY1,165,120.00)

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. Nagisa Suzuki
Sales Representative
Yakatabune Harumiya
Tokyo, Japan

NOTICE OF AWARD

Date: 20 November 2025

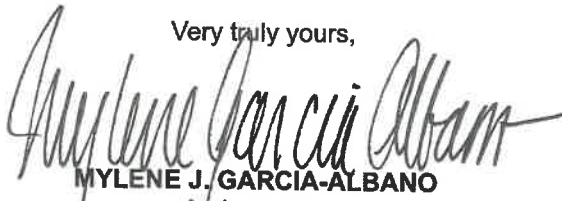
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Head of the Procuring Entity

Ms. Nagisa Suzuki
Sales Representative
Yakatabune Harumiya
Tokyo, Japan

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DCM CL De Jesus BAC Chairperson	
CG MJB Ramirez BAC Vice Chairperson	
Consul FG Quintin BAC Member	
Consul AC Malasig BAC Member	
Consul DAR Artates BAC Member	
Vice Consul and AO MIA Rulloda BAC Secretariat Head	
CO JC Disomimba BAC Secretariat, Member	
PO MKCP Garcia BAC Secretariat, Member	
LO JR San Jose BAC Secretariat, Member	

会場貸切申込書（契約書）

Venue Rental Agreement (Contract)

発行日: 2025 年 11 月 26 日

Issued: 26 November 2025

〒106-8537

東京都港区六本木 5-15-5

駐日フィリピン共和国大使館 総務部

Embassy of the Republic of the Philippines

Admin Section, 5-15-5 Roppongi, Minato-ku, Tokyo

株式会社晴海屋

136-0074

東京都港区六本木 5-15-5

TEL: 03-3644-1344

FAX: 03-3644-5443

Yakatabune Harumiya

6-17-12 Higashisuna, Koto-ku, Tokyo

T4010602020746

見積: 2025 年 11 月 17 日

見積番号: 1- 130

Estimate: 17 November 2025

Estimate No.: 1-130

下記の通り、会場の予約をいたします。We hereby reserve with the following details:

件名/Subject	12月15日会場貸切 Venue for 15 December 2025	合計金額/Total	1,165,120 円(JPY)
詳細/Details	18:30 ~ 20:50 (150 分) Venue rental for 150 minutes (between 18:30 and 20:50)	条件/Terms	Payment to be made 1 month after day of usage (15 January 2026)

品名 Description	数量 Qty	単位 Unit	単価 Unit price	金額 (円) Line total (JPY)
会場使用料 (飲食代込み) Venue usage fee (including food and drink)	1	式 set	1,165,120	1,165,120
			小計 Subtotal	1,165,120
			消費税額 Consumption Tax	(105,920)
			合計金額 Grand Total	1,165,120

印鑑 / Conforme

Yakatabune Harumiya

6-17-12 Higashisuna, Koto-ku, Tokyo

Embassy of the Republic of the Philippines

5-15-5 Roppongi, Minato-ku, Tokyo



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NOTICE TO PROCEED

Date: 28 November 2025

Madam:

Please be informed that pursuant to the Notice of Award dated 20 November 2025 issued by the Philippine Embassy in Tokyo, the **Yakatabune Harumiya** is hereby engaged to provide the lease of venue for the Philippine Embassy Year-End Assessment, for the event date 15 December 2025, from 6:00 to 9:00 PM, for the total amount of **One Million One Hundred Sixty-Five Thousand One Hundred Twenty Japanese Yen (JPY1,165,120.00)**, inclusive of taxes and other lawful charges.

This Notice is being issued in accordance with the requirements of Republic Act No. 12009 or the "New Government Procurement Act".

Very truly yours,

MYLENE J. GARCIA-ALBANO

Ambassador

Head of the Procuring Entity

Ms. Nagisa Suzuki
Sales Representative
Yakatabune Harumiya
Tokyo, Japan

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