



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. 2024-0018

RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT THROUGH GPPB RESOLUTION NO. 28-2017 HYK CO., LTD. IN CONNECTION WITH THE PROCUREMENT FOR LEASE OF VEHICLES FOR 29 JULY 2024 FOR PHILIPPINE OFFICIALS AND DELEGATES VISITING TOKYO FOR “A FORUM ON THE ROLE OF FILIPINOLOGISTS AND PHILIPPINE STUDIES IN DEEPENING MUTUAL UNDERSTANDING”

WHEREAS, as one of the activities for the Philippines-Japan Friendship Month, Tokyo PE, in coordination with Sentro Rizal, is hosting an event on 29 July 2024 on “A Forum on the Role of Filipinologists and Philippine Studies in Deepening Mutual Understanding”, at the Azabu Civic Center - Civic Hall at 5-16-45 Roppongi, Minato City, Tokyo and needs transportation services for Philippine officials and delegates and the Embassy's event organizers from Kotobashi, Sumida to the event location;

WHEREAS, Tokyo PE intends to lease two (2) vehicles with drivers to augment its logistic and protocol capacity to address the transportation arrangements of the visiting officials and delegates during their stay in Tokyo.

WHEREAS, the planning and arrangement for the transportation for the event is included in the Annual Procurement Plan (APP) of Tokyo PE for Fiscal Year (FY) 2024, with an Approved Budget for the Contract (ABC) of One Hundred Eighty Thousand Japanese Yen (JPY180,000), chargeable against its Maintenance and Other Operating Expenses (MOOE);

WHEREAS, GPPB Resolution No. 28-2017 dated 31 July 2017, prescribes guidelines for overseas procurement of goods and services, infrastructure and consulting services;

WHEREAS, under the Resolution, Foreign Service Posts are not be required to post their procurement activities on 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 likewise dispensed with, and documentary requirements were 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 cost, 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 the services of a vehicle rental company with drivers, Tokyo PE requested quotations from three (3) service providers, namely, HYK Corporation, Easy Travel Japan and Hire Car Japan;

WHEREAS, Easy Travel Japan submitted a quotation for One Hundred Twenty-Five Thousand Yen (¥125,000), Hire Car Japan submitted a quotation for One Hundred Thirty-Five Thousand Yen (¥135,000) and **HYK Corporation submitted the lowest calculated and responsive quotation of One Hundred Sixteen Thousand Japanese Yen (¥116,000)** for the lease of two (2) vehicles/large buses, with driver, for 29 July 2024, including taxes and all other lawful charges, and excluding toll road fees and parking fees;

WHEREAS, the Bids and Award Committee conducted due diligence inquiries on the submission of HYK Corporation and found that its quotation is responsive to BAC's Request for Quotation (RFQ) dated 10 June 2024, 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 Tokyo PE, the resort to the mode of procurement provided by GPPB Resolution No. 28-2017 dated 31 July 2017, and award to **HYK Corporation**, the procurement of **lease of vehicles for 29 July 2024 for Philippine officials and delegates visiting Tokyo for "A Forum on the Role of Filipinologists and Philippine Studies in Deepening Mutual Understanding"**, for the total amount of **One Hundred Sixteen Thousand Japanese Yen (¥116,000)**, inclusive of taxes and other lawful charges.

Adopted this 19th day of July 2024, Tokyo, Japan.

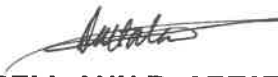

CHARMAINE A. SERNA-CHUA
Chairperson

On leave
MARY JOY B. RAMIREZ
Vice Chairperson


JAN KENNETH E. BOLANTE
Member



ALVIN C. MALASIG
Member



DARELL ANN R. ARTATES
Member

Approved:



MYLENE J. GARCIA-ALBANO
Ambassador

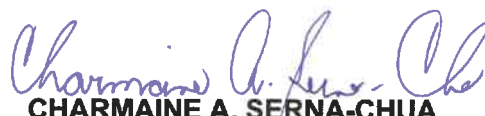
Head of the Procuring Entity

Date Approved: 19 July 2024

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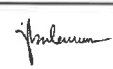

JAN KENNETH E. BOLANTE
Member


ALVIN C. MALASIG
Member


DARELL ANN R. ARTATES
Member

Approved:


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity
Date Approved: 19 July 2024

NAME	INITIALS
AO, C FG Quintin BAC-Secretariat, Head	
PO HP Panong-Calabocal BAC Secretariat, Member	
CO JEBalaoro 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: 22 July 2024

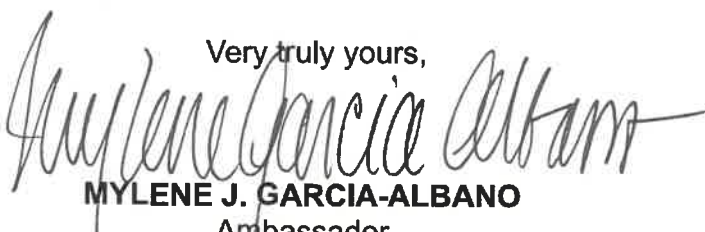
Sir:

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.2024-0018 dated 19 July 2024, the Philippine Embassy in Tokyo is awarding the following procurement to **HYK Co., Ltd.**:

Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Lease of Vehicles for 29 July 2024 for Philippine Officials and Delegates Visiting Tokyo for "A Forum on the Role of Filipinologists and Philippine Studies in Deepening Mutual Understanding"	One Hundred Sixteen Thousand Japanese Yen (¥116,000)

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

MR. YUJI TOSU

President

HYK Co., Ltd.

14-9-608 Jinyamae, Tokiwadaira
Matsudo-shi, Chiba

NOTICE OF AWARD

Date: 22 July 2024

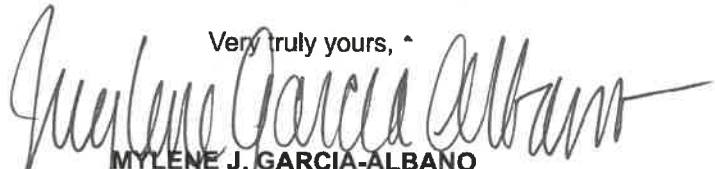
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Ambassador
Head of the Procuring Entity

MR. YUJI TOSU

President

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NAME	INITIALS
DCM CA Serna-Chua BAC Chairperson	
Consul MJB Ramirez BAC Vice Chairperson	
Consul JKE Bolante BAC Member	
Consul AC Malasig BAC Member	
Consul DAR Artates BAC Member	
Consul and AO FG Quintin BAC Secretariat Head	
PO HP Panong-Calabocal BAC Secretariat, Member	
CO JB Balaoro BAC Secretariat, Member	

RENTAL AGREEMENT BETWEEN

HYK Co. Ltd., hereby referred to as the "Company"

and

EMBASSY OF THE REPUBLIC OF THE PHILIPPINES, hereby referred to as the "Client"

1. Event details

Transportation of delegates and Philippine officials (Kinshicho-Roppongi Round Trip) to attend the Forum on the Role of Filipinologists and Philippine Studies in Deepening Mutual Understanding.

2. Scope of Services

Company agrees to provide the following services to the Client on 29 July 2024

- Vehicle transportation as stated in the quotation
- Inclusive of driver, gasoline and toll fees

3. Compensation

The Client agrees to pay the Company for the services rendered, as follows:

Vehicle rental with driver and gas:	¥116,000.00
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4. Termination

Either party may terminate this Agreement with written notice in the event of a material breach by the other party.

5. Confidentiality

Both parties agree to maintain the confidentiality of any sensitive information shared during the course of this Agreement

6. Entire Agreement

This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements, whether oral or written.

7. Amendments

This Agreement may be amended only in writing and signed by both parties.

Signed this 22nd day of July 2024:


MYLENE J. GARCIA-ALBANO
Ambassador
Embassy of the Philippines


HYK Co. Ltd.

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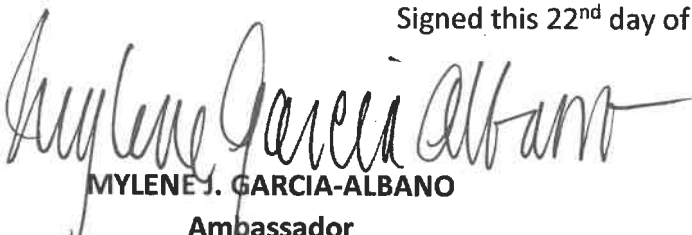
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Signed this 22nd day of July 2024:


MYLENE J. GARCIA-ALBANO
Ambassador
Embassy of the Philippines


Keita Tosa
HYK Co. Ltd.



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
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NOTICE TO PROCEED

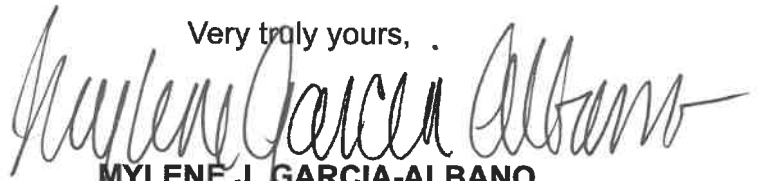
Date: 25 July 2024

Sir:

Please be informed that pursuant to the Notice of Award dated 22 July 2024, issued by the Philippine Embassy in Tokyo, **HYK Co., Ltd.** is hereby requested to undertake the **Lease of Vehicles for 29 July 2024 for Philippine Officials and Delegates Visiting Tokyo for “A Forum on the Role of Filipinologists and Philippine Studies in Deepening Mutual Understanding”**, for the total amount of **One Hundred Sixteen Thousand Japanese Yen (¥116,000) only**, inclusive of taxes and other lawful charges.

This Notice is being 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

MR. YUJI TOSU
President
HYK Co., Ltd.
14-9-608 Jinyamae, Tokiwadaira
Matsudo-shi, Chiba

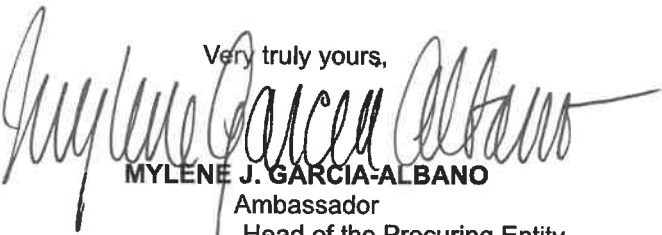
NOTICE TO PROCEED

Date: 25 July 2024

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

MR. YUJI TOSU
President
HYK Co., Ltd.
14-9-608 Jinyamae, Tokiwadaira
Matsudo-shi, Chiba

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