



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
Intramuros, Manila



**BAC Resolution No. 132-A**  
Series of 2021

**DECLARING HOTEL CASIANA AS THE VENUE  
FOR THE CONDUCT OF "HYBRID TRAINING, COMMUNICATION  
AND ADVOCACY TRAINING OF LABOR INFORMATION OFFICERS" TO BE  
HELD ON 02 DECEMBER 2021 TO 04 DECEMBER 2021 IN TAGAYTAY, CAVITE**

**WHEREAS**, the Department of Labor and Employment (DOLE), through the Information and Publication Service (IPS), requisitioned for the lease of venue for the conduct of "Hybrid Training, Communication and Advocacy Training of Labor Information Officers" to be held on 02 December 2021 to 04 December 2021 in Tagaytay, Cavite with a total Approved Budget for the Contract of ₱207,900.00;

**WHEREAS**, the said activity is included in the 2021 Annual Procurement Plan of the Department;

**WHEREAS**, the DOLE Bids and Awards Committee (DOLE-BAC) is guided by Annex "H" of the 2016 Revised IRR of RA 9184 (Consolidated Guidelines for the Alternative Methods of Procurement) with the following relevant provisions, among others:

Section V (D.9.c.ii.a) – The BAC shall send the Request For Quotations (RFQ) to at least three (3) venues within the vicinity of the selected location. Receipt of at least one (1) quotation is sufficient to proceed with the evaluation thereof.

Section V (D.9.c.ii.b) – The venue being offered by the Lessor with the Lowest Calculated Quotation shall then be rated in accordance with the technical specifications prepared pursuant to Appendix B of this Guidelines. Compliance rating with technical specifications may be conducted through ocular inspection, interviews or other forms of due diligence;

**WHEREAS**, the DOLE - BAC delegated the canvass of the venue from known venue providers to IPS for the abovementioned event;

**WHEREAS**, based on the canvass made by IPS, three (3) venue providers in Tagaytay, Cavite, namely: (1) Hotel Casiana; (2) Taal Vista Hotel; and (3) Hotel Monticello submitted their price proposals and is summarized in the Abstract for Price Quotations attached as Annex "A";

**WHEREAS**, Annex "B" entitled "Table of Rating Factors for Lease of Venue prepared by IPS showed that the rating of Hotel Casiana on four (4) factors is the highest among the three (3) venue providers as shown below:

	Rating Factors	Weight	Rating	Rating Factor	Rate
I.	Availability	100%	99%	x.50	49.50
II.	Location and Site Condition	100%	90%	x.10	9.40
III.	Neighborhood Data	100%	94%	x.05	4.70
IV.	Venue	100%	88.5%	x.35	30.97
<b>Total Rating</b>					<b><u>94.175%</u></b>

**WHEREAS**, Hotel Casiana being the highest rated venue was recommended by IPS as the venue for the conduct of "**Hybrid Training, Communication and Advocacy Training of Labor Information Officers**" to be held on 02 December 2021 to 04 December 2021 in Tagaytay, Cavite and was concurred by the DOLE BAC;

**NOW, THEREFORE**, for and in consideration of the foregoing, **We**, the members of the DOLE BAC hereby resolves as it is hereby **RESOLVED** that:

- a. The canvass made and the evaluation conducted by IPS shall be adopted by the BAC;
- b. To award the said activity to Hotel Casiana because it garnered the highest rating of **94.175%**; and
- c. To recommend for approval by the DOLE Undersecretary the foregoing findings.

**RESOLVED**, at the DOLE Main Building, Intramuros, Manila, this 29<sup>th</sup> day of November 2021.

**DOLE BIDS AND AWARDS COMMITTEE**

Recommending Approval:



**RAUL M. FRANCIA**  
Director, Information and Publication Service  
and Provisional Member/End-user



**LILY PEARL L. GUERRERO**  
OIC-Director, Administrative Service  
and Regular Member, BAC



**WARREN M. MICLAT**  
Assistant Secretary  
Concurrent Director, Financial and  
Management Service and Regular  
Member, BAC



**ALEX V. AVILA**  
Assistant Secretary  
and Vice-Chairperson, BAC



**PHILIP A. PAREDES**  
Undersecretary  
Concurrent Director, Legal Service  
and Chairperson, BAC

Approved by:



**RENATO L. EBARLE**  
Undersecretary

Approved on: DEC 01 2021