

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



**BAC Resolution No. 057-A  
Series of 2022**

**DECLARING THE ORCHARD HOTEL AS THE VENUE FOR THE  
CONDUCT OF LABOR AND INFORMATION OFFICERS TRAINING  
TO BE HELD ON 20 TO 23 APRIL IN BAGUIO CITY**

**WHEREAS**, the Department of Labor and Employment (DOLE), through the Information and Publication Service (IPS), requisitioned the lease of venue for the conduct of Labor and Information Officers Training to be held on 20 to 23 April 2022 with an Approved Budget for the Contract of ₱408,000.00;

**WHEREAS**, the said activity is included in the 2022 Annual Procurement Plan (APP);

**WHEREAS**, the DOLE Bids and Awards Committee (DOLE-BAC) is guided by Appendix 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 Quotation (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 in Baguio City to IPS for the abovementioned event;

**WHEREAS**, on 01 April 2022 the IPS submitted justification for the change of the training scheduled on 06 to 09 April 2022 and rescheduled on 20 to 23 April 2022;

**WHEREAS**, based on the canvass made by IPS three (3) venue providers in Baguio City namely: (1) The Hotel Elizabeth (2) The Orchard Hotel, and (3) The

Plaza Lodge Baguio Inc. 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 **The Orchard Hotel** on four (4) factors is the highest among the three 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	9.00
III.	Neighborhood Data	100%	94%	x.05	4.7
IV.	Venue	100%	86%	x.35	30.1
<b>Total Rating</b>					<b><u>93.30%</u></b>

**WHEREAS**, **The Orchard Hotel** being the **highest rated venue** was recommended by IPS as the venue for the conduct of Labor and Information Officers Training to be held on 20 to 23 April 2022 in Baguio City 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 **The Orchard Hotel** because it garnered the highest rating of **93.30%**; and
- c. To recommend for approval by the DOLE Undersecretary the foregoing findings.

**RESOLVED**, at the DOLE Main Building, Intramuros, Manila, this 7<sup>h</sup> day of April 2022.

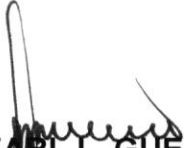
**DOLE BIDS AND AWARDS COMMITTEE**

Recommending Approval:



**RAUL M. FRANCA**


Director, Information and Publication Service  
and Provisional Member, BAC/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:



**RENATO L. EBARLE**  
Undersecretary

Approved on: APR 18 2022