



CSC-CO BIDS AND AWARDS COMMITTEE (BAC)

RECOMMENDING THE AWARD OF CONTRACT TO *SODEXO BENEFITS AND REWARDS SERVICES PHILIPPINES INC.* FOR THE *SUPPLY AND DELIVERY OF GIFT CHEQUES (IN 1,000 DENOMINATION) FOR THE SPECIAL PRIZE/RAFFLE ITEM FOR THE 2023 YEAR-END CELEBRATION AT THE CIVIL SERVICE COMMISSION (CSC)* UNDER ABSTRACT OF QUOTATIONS NO. 2023-259 - NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT (NP-SVP)

BAC RESOLUTION No. 2023-259 (AMP)

WHEREAS, the Civil Service Commission – Office for Financial and Assets Management (CSC OFAM) submitted Purchase Requests (PR) No. 2023-11-1703 for the **Supply and Delivery of Gift Cheques (In 1,000 Denomination) for the Special Prize/Raffle Item for the 2023 Year-End Celebration at the Civil Service Commission (CSC)** with an Approved Budget for the Contract (ABC) amounting to **One Million Pesos (PhP1,000,000.00)**. The Certificate of Availability of Funds (CAF) No. 2023-11-223, and Supplemental Project Procurement Management Plan (SPPMP) were likewise submitted. Copies of said PR, CAF, and SPPMP are attached and marked as **Annexes “A”, “B” and “C”**, respectively, and are made as integral parts hereof;

WHEREAS, the said procurement item is not included in the 2023 Annual Procurement Plan (APP); hence, to support the procurement, OFAM submitted the corresponding Supplemental Project Procurement Management Plan (SPPMP) indicating Negotiated Procurement -Small Value Procurement (NP-SVP) as the modality of procurement;

WHEREAS, the Supplemental 2023 APP (SAPP) and BAC Resolution No. 2023-074 for the project were approved by the Head of Procuring Entity (HoPE) through the recommendation of the Bids and Awards Committee (BAC). Copies of said SAPP and BAC Resolution are attached and marked as **Annexes “D” and “E”**, respectively, and are made as integral parts hereof;

WHEREAS, under **NP-SVP** of Annex “H” of the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (R.A) No. 9184 or the Government Procurement Reform Act reads: *“The BAC shall prepare and send RFQs/RFPs to at least three (3) suppliers, contractors or consultants of known qualifications. This, notwithstanding, those who responded through any of the required postings shall be allowed to participate. Receipt of at least one (1) quotation is sufficient to proceed with the evaluation thereof;*

WHEREAS, the CSC Bids and Awards Committee (BAC), through the BAC Secretariat, posted Request for Quotation (RFQ) No. 2023-259 NP-SVP at the Philippine Government Electronic Procurement System (PhilGEPS), CSC Website, and conspicuous places within the CSC premises on 20 November 2023. The RFQ and proof of postings are attached and marked as **Annexes “F”, “G”, “H” and “I”**, respectively, and are made as integral parts hereof;

WHEREAS, a Supplemental Bid Bulletin was posted and issued to all prospective bidder to announce the changes in the specification, particularly in the usage of Gift Cheques. Copy of Supplemental Bid Bulletin, proof of posting and email are attached and marked as **Annexes “J”, “K”, “L” and “M”** respectively, and are made as integral parts hereof;

MS

WHEREAS, as further required under Annex “H” of the 2016 RIRR of R.A. 9184, the BAC, through the BAC Secretariat, likewise conducted canvass of prices by sending the said RFQ to six (6) prospective suppliers. The proof of invitation is herein attached and marked as **Annex “N”** and made as an integral part hereof;

WHEREAS, within the set deadline of 24 November 2023 at 3:00 P.M., four (4) quotations were received by the BAC Secretariat, to wit;

1. SM Mart Inc. North EDSA;
2. Rustan Commercial Corporation;
3. Giftaway, Inc.; and
4. Sodexo Benefits and Rewards Services Philippines Inc.

The quotations received are attached and marked as **Annexes “O-1” to “O-4”**, respectively, and are made as an integral part hereof;

WHEREAS, upon evaluation of the bids/quotations, the CSC-BAC found that **Sodexo Benefits and Rewards Services Philippines Inc.**, registered under PhilGEPS Registration No. **20080764208809547561**, offered the lowest calculated and responsive bid/quotation amounting to **One Million Pesos (PhP1,000,000.00)** which is within the ABC amounting to PhP367,360.00. A copy of the Abstract of Quotation (AOQ) is attached and marked as **Annex “P”** and made as an integral part hereof;

WHEREAS, under the procedure on NP-SVP of Annex “H” of the 2016 RIRR of R.A. No. 9184 reads: *“the BAC shall recommend to the HoPE the award of contract in favor of the supplier or contractor with the Single or Lowest Calculated and Responsive Quotation”*;


NOW, THEREFORE, the Bids and Awards Committee, hereby **RESOLVES** to recommend to the Commission, through Chairperson Karlo A. B. Nograles as the Head of the Procuring Entity, for consideration and approval, the award of contract to **Sodexo Benefits and Rewards Services Philippines Inc** as the Lowest Calculated and Responsive Bidder for the **Supply and Delivery of Gift Cheques (In 1,000 Denomination) for the Special Prize/Raffle Item for the 2023 Year-End Celebration at the Civil Service Commission (CSC)** amounting to **One Million Pesos (PhP1,000,000.00)**, inclusive of all applicable taxes.

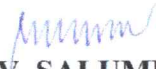
Quezon City, 24 NOV 2023


CSC-CO BIDS AND AWARDS COMMITTEE (BAC)


ARIEL G. RONQUILLO
BAC Chairperson

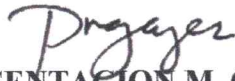

FERNANDO M. PORIO
BAC Vice-Chairperson


CHRISTIAN DAWN G. MOLINA
BAC Member for Legal Aspects


NOEL V. SALUMBIDES
BAC Member for Financial Aspects


ROLAN A. ALVINO
BAC Provisional Member / End-User Representative (OFAM)

Attested by:



PRESENTACION M. GAJES
BAC Secretariat Member

() Approved () ~~Disapproved~~



ATTY. KARLO A. B. NOGRALES
Chairperson
Head of the Procuring Entity (HoPE)