

**Bids and Awards Committee for Consulting Services (BAC-C)**

**PROCUREMENT OF CONSULTING SERVICES FOR THE PRODUCTION OF THE  
2021 BCDA ANNUAL REPORT**

**RESOLUTION NO. 037**

**Delegation of Authority for Negotiated Procurement (Small Value Procurement)**

**WHEREAS**, the Public Affairs Department (PAD) of Bases Conversion and Development Authority (BCDA) releases an annual report as part of the BCDA information dissemination campaign for its various projects and programs, and as a vital communication tool for publishing the agency's financial performance;

**WHEREAS**, the publication of the BCDA Annual Report is also in compliance with the requirement of Section 10(d) of RA 7227 which provides, "the Board of Directors shall submit an annual report of the operation of the Conversion to the President of the Philippines, President of the Senate, and Speaker of the House of Representatives;

**WHEREAS**, the publication of the BCDA 2021 Annual Report aims to achieve the following:

1. To showcase BCDA's accomplishments and its outstanding collaborations in 2021, as prescribed by its charter, Republic Act 7227 (Bases Conversion and Development Act of 1992), and in compliance with the requirements of the Governance Commission on GOCCs (GCG);
2. To promote better awareness among BCDA's stakeholders of its critical role in the AFP Modernization program;
3. To disseminate accurate information on BCDA's stewardship of the country's resources, in line with state policy on transparency and accountability, and to update the stakeholders on the progress of and accomplishments in the implementation of BCDA's big-ticket projects under the "Build Build Build" Infrastructure Program of the Duterte Administration;
4. To raise awareness of and gain appreciation for BCDA-administered economic zones and new Metro Manila economic districts, thereby establishing the Philippines as a prime destination for tourism and business; and,
5. To promote BCDA as a state-run firm, which upholds the values of transparency, integrity, and good governance in its programs and projects.

**WHEREAS**, in PAD's memo dated 06 December 2021, the officer-in-charge of BCDA approved the procurement of Creative Consulting Services for the production of the 100 pieces 2021 BCDA Annual Report with the Approved Budget of the Contract (ABC) in the amount of One Million Pesos and 00/100 (Php1,000,000.00), inclusive of all applicable taxes, fees, and incidental expenses, through Small Value Procurement, specifically section 53.9 of the Revised IRR of R.A. 9184;

**WHEREAS**, the Terms of Reference (TOR) for the Procurement of the said Consulting Services provides, among others, the following scope of work/technical specifications and deliverables:

1. Overall publication management;
2. Concept/theme development for the BCDA 2021 Annual Report;
3. Editorial services (editorial management, research, interviews of resource people, copywriting, copy editing, and proofreading);
4. Photography Services;
5. Color proofing and printing services

**WHEREAS**, in its memo dated 14 December 2021, the PAD requested the BAC-C to delegate the procurement of the said Consulting Services to PAD being the end-user department, subject to compliance with Section 53.9 of the Revised IRR of RA 9184;

**WHEREAS**, Section 53 of the RIRR of R.A. 9184 provides that the Negotiated Procurement is a method of procurement of Goods, Infrastructure Projects and Consulting Services, whereby the Procuring Entity directly negotiates a contract with a technically, legally and financially capable supplier, contractor or consultant in any of the following cases:

Xxxx

53.9. Small Value Procurement. Procurement of Goods, Infrastructure Projects and Consulting Services, where the amount involved does not exceed the threshold prescribed in Annex “H” of this IRR: xxx.

**WHEREAS**, Section V(D)(8)(a) of Annex H of RIRR of R.A. 9184 defines Small Value Procurement as the procurement of (a) goods not covered by Shopping under Section 52 of the IRR of RA 9184, (b) infrastructure projects, and (c) consulting services, where the amount involved does not exceed the following threshold:

- i. For NGAs, GOCCs, GFIs, SUCs, and Autonomous Regional Government, One Million Pesos (P1,000,000)

xxx

**WHEREAS**, Section IV (J) – Delegation of Authority under Annex H of RIRR of R.A. 9184 provides that, the conduct of Shopping and Negotiated Procurement under Emergency Cases, Small Value Procurement and Lease of Real Property and Venue may be delegated to the End-user unit or any other appropriate bureau, committee, or support unit duly authorized by the BAC through a Resolution approved by the HOPE;

**WHEREAS**, in a BCDA Board Resolution no. 2021-12-153, the Senior Vice President for Corporate Services Group, in the absence of the Officer-in-Charge of Office of the President and Chief Executive Officer, was given the authority to sign and approve the documents in relation to the procurement of Consulting Services provided under R.A. 9184 and its revised IRR, and with the ABC of Php10 Million and below.

**NOW, THEREFORE**, foregoing considered, we, the Members of the Bids and Awards Committee for Consulting Services (BAC-C), hereby RESOLVE as it is hereby RESOLVED to recommend the following:

1. Procurement of the Creative Consulting Services for the production of the 100 pieces 2021 BCDA Annual Report through Negotiated Procurement (Small Value Procurement) under Section 53 of the 2016 Revised IRR of RA 9184, specifically Section 53.9;
2. To delegate to PAD/End-user unit the authority to proceed with the Procurement of the said Consulting Services, pursuant to Section IV (J) – Delegation of Authority under Annex H of the 2016 Revised IRR of R.A. 9184;
3. To direct the End-user unit to request for the issuance of the Certificate of Funds Availability (CFA) for the procurement prior to the award of the contract;
4. For the End-user unit to submit its Report on the recommendation of the award of contract with all the supporting documents to the HOPE, through BAC, pursuant to Section IV (J) – Delegation of Authority under Annex H of the 2016 Revised IRR of R.A. 9184; and
5. To direct the End-user unit to report to the BAC-C the results of the procurement process within ten (10) calendar days in the event that the procurement of said consulting services fails.

RESOLVED, at the BCDA Corporate Center Office, this 21<sup>st</sup> day of December 2021.

**BIDS AND AWARDS COMMITTEE FOR CONSULTING SERVICES (BAC-C)**

**AILEEN ANUNCIACION E. ZOSA**  
Chairperson

*on leave*

**FERNANDO T. GALLARDO, JR.**  
Vice Chairperson

**MADONNA M. CINCO**  
Member

**ARISTOTLE E. GUERRERO**  
Member

**VIRGIL M. ALVAREZ**  
Member

Approved by:

**ARREY A. PEREZ**  
SVP for Corporate Services Group

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