

INTERNAL MEMO

FOR OFFICER-IN-CHARGE *JM 12/29/22*
OFFICE OF THE EXECUTIVE VICE PRESIDENT

THROUGH : ENGR. JOSHUA M. BINGCANG
Interim Chairperson, Bids and Awards Committee
for Consulting Services

From : MICHELLE SAN JUAN-DE VERA *mjs* 12.29.2022
Officer-In-Charge, IPMD

BENJAMIN A. ABELLA III *Abella* 12.29.2022
Creative Arts Specialist III

Date : 28 December 2022

Subject : **Recommendation to issue Notice of Award (NOA) to ThinkBit Solutions, Inc. as a result of the Detailed Evaluation and Post Qualification for the Consulting Services for the New Clark City Website Hosting and Maintenance**

Background

1. The Investment Promotions and Marketing Department (IPMD) is currently bidding through small value procurement the Consulting Services for the New Clark City Website Hosting and Maintenance.
2. The Bids and Awards Committee for Consulting Services (BAC-C) has already delegated the aforementioned consulting services to the end-user, the IPMD () subject to the compliance with applicable provisions of RA 9184 and the 2016 Revised Implementing Rules Regulations (RIRR).
3. Through the resolution, the BAC-C also requested the end-user the following:
 - To direct the end-user unit to request for the issuance of the Certificate of Availability of Funds (CAF) for the procurement prior to the award of the contract;
 - To require the end-user to submit and/or present a preliminary report to the BAC-C for its information and comments prior to the submission of its report on the recommendation of the award of contract to the Head of the Procuring Entity (HoPE);
 - To require the end-user to submit its report on the recommendation of the award of contract with all the supporting documents to the HoPE, through BAC-C,

pursuant to Section IV (J) – Delegation of Authority under Annex H of the 2016 RIRR of R.A. No. 9184;

- To require the end-user to ensure that the posting of the Notice of Award, Contract, and Notice to Proceed pursuant to Annex H of the 2016 RIRR of R.A. No. 9184 are complied with; and
- 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.

Discussion

1. On 7 December 2022, the BCDA, through the IPMD, posted a Request for Proposal (RFP) in PhilGEPS and the BCDA Website for the Procurement of the Consulting Services for New Clark City Website Hosting and Maintenance through Negotiated Procurement under Section 53.9 Small Value Procurement of the 2016 RIRR of R.A. No. 9184 with an Approved Budget of the Contract (ABC) of Pesos: One Million and 00/100 (PhP 1,000,000.00), inclusive of all applicable government taxes and fees.
2. In response to the said posting of RFP and bidding documents, two (2) prospective bidders submitted their Bid Proposals for the Procurement of the Consulting Services for New Clark City Website Hosting and Maintenance prior to the set deadline for submission on 19 December 2022 at 10:00 a.m., to wit:
 - ThinkBit Solutions Philippines Inc. (ThinkBit)
 - MyBusyBee Inc.
3. The submitted Bid Proposals of the said prospective bidders were opened by determining the presence or absence of the required documents using non-discretionary “pass/fail” criterion. Only ThinkBit’s Bid Proposal was accepted and was rated “PASSED” for submitting all the requirements provided under the Eligibility Documents and Terms of Reference (TOR) for the consulting services, and 2016 RIRR of R.A. 9184. On the otherhand, MyBusyBee Inc. was marked “FAILED” for failing to submit the required deliverables under Section VI. Components of the Technical Proposal of the TOR which states:

xxx “The proponent shall prepare a technical proposal for the New Clark City website. The proposal, which will be submitted in both hard and electronic copies, shall include the following:

1. *Redesign the given pages and propose an overall look and layout of the website, and how it will look like on mobile.*

Pages to redesign for the technical proposal:

- a. *New Clark City landing page (www.newclark.ph)*
- b. *How we built a city in 18 months ([Link](#))*
- c. *Invest (<https://newclark.ph/districts/>)*

Link to assets: <https://bit.ly/NCCWebsite-Proposal>

xxx"

4. The IPMD conducted a detailed evaluation of the Bid Proposal submitted by ThinkBit and found the submittal to be in order. Following the criteria provided on the Terms of Reference, ThinkBit Solutions, Inc. garnered a total score of **85.26%** (see attached) and was the bidder with the Single Rated Bid (SRB) for the Consulting Services for New Clark City Website Hosting and Maintenance.
5. Following the results of the evaluation, the IPMD immediately conducted a post-qualification on ThinkBit to which the latter has successfully passed.

Recommendations

In view of the foregoing, the IPMD, as the end-user, recommends the following:

1. Declaration of ThinkBit Solutions Philippines, Inc. as Post-Qualified being Single Rated and Responsive Bidder (SRRB) in accordance with Section 34.3.b.i of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184; and
2. Issuance of Notice of Award to ThinkBit Solutions Philippines, Inc.

FOR YOUR CONSIDERATION, PLEASE.

Attachments:

- Post Qualification Report
- Summary of Evaluation
- Procurement the Consulting Services for the New Clark City Website Hosting and Maintenance Resolution No. 2022-01
- Notice of Award to ThinkBit

