



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
VANCOUVER

BIDS AND AWARDS COMMITTEE

BAC Resolution No. 011 - 2023

Resolution Recommending Procurement of Microsoft EXCEL 3 Training Course for the Officers and Staff of the Philippine Consulate General in Vancouver on 16 September 2023, and the Awarding of the Contract to Vancouver Community College with the total amount of Two Thousand Six Hundred Eight Canadian Dollars (CAD\$ 2,608.00) Exclusive of Applicable Taxes

WHEREAS, the officers and staff of the Philippine Consulate General in Vancouver ("Consulate") are enjoined to enhance their technological literacy skills and acquire training courses that will equip them in today's digital world;

WHEREAS, the Microsoft Excel 3 training course, a continuing studies tool, will teach Consulate personnel to learn advanced features of Excel when working with different types of reports and data, increase data entry efficiency with productivity tools, collaborate with others using what-if scenarios, data validation rules, goal seeking, data groups, sub-totaling, solver tool, creating PivotTables, PivotCharts, and basic macros;

WHEREAS, Republic Act 9184 and its Implementing Rules and Regulations (IRR), and the Government Procurement Policy Board (GPPB) Resolution No. 28-2017 dated 31 July 2017, prescribe the rules and procedures to be followed by government entities in the procurement of goods and services, infrastructure projects, and consulting services to be procured and performed overseas;

WHEREAS, in accordance with Section 7.2 of the 2016 Revised IRR, and Annex A(3)(a) of GPPB Resolution 28-2017, the said training is included in the Consulate's Annual Procurement Plan for the Fiscal Year 2023, including approved changes thereto;

WHEREAS, pursuant to Item 3(b) of Resolution No. 28-2017, the Bids and Awards Committee (BAC) caused the posting on its website, and a conspicuous place in the Consulate, of the Request for Quotations from service providers in British Columbia that can meet the following criteria: 1) face-to-face and hands-on training for 20 persons, 2) has the facility with computer units to be used for the training program, 3) must be within Vancouver vicinity, 4) duration of the training must be one (1) day only preferably on a weekend;

WHEREAS, the BAC requested several service providers in the preferred location in British Columbia, that can meet the above criteria, to submit their quotations by email,

and the following three reputable educational institutions (service providers) provided quotations:

Rank	Company	Amount
1	Vancouver Community College	CAD\$ 2,608.00
2	Certstaffix Training	CAD\$ 4,600.00
3	Void Trainings	CAD\$ 7,000.00

WHEREAS, upon evaluation of the BAC, Vancouver Community College submitted the lowest calculated bid in the amount of CAD\$ 2,608.00 (exclusive of taxes), and was found to be responsive in terms of price and is technically, legally and financially capable to meet the requirements of the Consulate;

NOW THEREFORE, we, the members of this Committee unanimously resolves to recommend to the Head of the Procuring Entity (HOPE) of the Consulate General of the Philippines in Vancouver, the procurement of Microsoft EXCEL 3 training course, and the Awarding of the Contract to **Vancouver Community College** with the amount of **Two Thousand Six Hundred Eight Canadian Dollars (CAD\$ 2,608.00)** exclusive of taxes, subject to the signing of the contract.

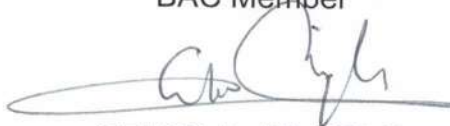
ADOPTED this 7th of August 2023, Vancouver, British Columbia, Canada.


ANALYN D. RATONEL
BAC Chairman



ERICKA ANNA T. ABAD
BAC Vice Chairman


CARLOTA T. HALILI-CASTAÑEDA
BAC Member


KENNETH C. JOYA
BAC Member


CELSO A. MAGPILE
BAC Member

Approved:
By the Authority of the Secretary of Foreign Affairs:


ARLENE T. MAGNO
Consul General
Head of the Procuring Entity