



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

MARINA BIDS AND AWARDS COMMITTEE (BAC)

RESOLUTION RECOMMENDING THE RENEWAL OF CONTRACT OF THE
GOOGLE WORKSPACE BUSINESS PLUS/EMAIL HOSTING SUBSCRIPTION

Resolution No. 2025 173A

WHEREAS, the Maritime Industry Authority (MARINA) through the Management Information Systems Service (MISS) has been utilizing Subscription of Google Workspace Business Plus/Email Hosting as its official platform for official email hosting secure communications, and cloud-based productivity tools essential to its operations;

WHEREAS, on 21 October 2025, the MISS requested the Bids and Awards Committee (BAC) for the endorsement by the BAC for the approval of the renewal of Google Workspace Business Plus contract with MAROON STUDIOS, INC. for the period of one (1) year, for an annual cost of Two Million Six Hundred Ninety-Nine Thousand Ninety-Four and Twenty-Two Centavos (Php 2,699,094.22), inclusive of all applicable tax and charges;

WHEREAS, Section 3 "Conditions" of Appendix 37 "Guidelines on Renewal of Regular and Recurring Services" of the 2016 Implementing Rules and Regulations (IRR) of the Republic Act No. 9184 also known as the Government Procurement Reform Act states:

"3. CONDITIONS

The renewal of contracts for Regular and Recurring Services shall comply with the following:

3.1 The renewal shall cover Procurement Projects that are regular and recurring. For this purpose, Regular and Recurring Services refer to those:

- a. defined under Department of Budget and Management National Budget Circular No. 570, s. 2017 and other issuances that may be issued for the purpose, such as (i) janitorial services; (ii) security services; (iii) telecommunication requirements; (iv) supply of drinking water; and (v) rental of office space, venue, and equipment;
- b. which by their nature are **deemed essential, indispensable, or necessary to the day-to-day operations** of the Procuring Entity (PE); or
- c. **procured repeatedly** by the PE in the last three (3) years;

3.2 The original contract covering the Regular and Recurring Services was awarded in accordance with the Republic Act (RA)

No. 9184 and its 2016 revised Implementing Rules and Regulations (IRR), and other associated issuances;

3.3 A Cost-Benefit Analysis (CBA) undertaken by the End-User to show the comparative advantage of renewal over the conduct of another procurement;

3.4 A performance evaluation conducted by the End-User showing Satisfactory performance by the service provider and submission of updated documentary requirements and performance security by the service provider;

3.5 The duration for each renewal contract shall not exceed one (1) year; however, the total combined period covering the original contract, renewal contract/s and contract extension/s, if applicable, shall not exceed three (3) years;

3.6 The service provider must not be a Blacklisted Entity at the time of the conduct of the performance evaluation until the signing of the renewal contract; and

3.7 Funds are available for the renewal of contracts in accordance with existing budgeting, accounting and auditing rules..."

WHEREAS, the request is premised on the following information:

1. The existing provider for Subscription of Google Workspace Business Plus/Email Hosting being provided by MAROON STUDIOS, INC was procured through Competitive Bidding and awarded the contract on 25 October 2024;
2. As per Section 3.3 of Appendix 37 "Guidelines on Renewal of Regular and Recurring Services" of the 2016 Implementing Rules and Regulations (IRR) of the Republic Act No. 9184, the existing service may be renewed if the result of the assessment or cost benefit analysis (CBA) conducted by the end-user, comparing the cost it charged and the range of services it offers as against other service providers continue to favor the existing service provider for the Subscription of Google Workspace Business Plus/Email Hosting and if the CBA undertaken by the End-User shows the comparative advantage of renewal over the conduct of another procurement;
3. Relative thereto, MISS conducted cost benefit analysis and market study (see Annex A);
4. Based on the results of both the Cost Benefit Analysis and Market Study, renewing the services of MAROON STUDIOS, INC is the most advantageous to MARINA;

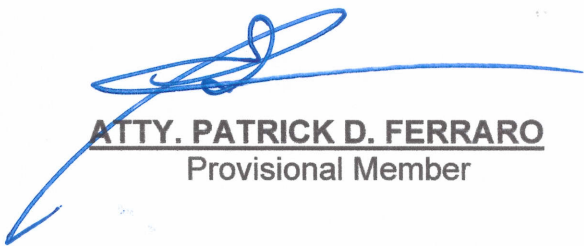
WHEREAS, on 22 October 2025, after careful review of the documents submitted in support of the request for renewal vis-à-vis Section 3 of Appendix 37 of the 2016 Revised IRR of RA 9184, the BAC agreed to recommend to the HOPE the renewal of the contract of the existing service provider for the Subscription of Google Workspace Business Plus/Email Hosting;

WHEREFORE, the above premises considered, the BAC RESOLVES as it is hereby RESOLVED to recommend to the Head of Procuring Entity (HoPE) as the Administrator:

- a. the renewal of Subscription of Google Workspace Business Plus/Email Hosting, for one (1) year;
- b. the inclusion of the renewal of contract in MARINA Annual Procurement Plan FY 2025.
- c. the issuance of the Notice of Renewal of Contract to MAROON STUDIOS, INC, amounting to Two Million Six Hundred Ninety-Nine Thousand Ninety-Four and Twenty-Two Centavos (Php 2,699,094.22), inclusive of all applicable taxes; and charges; and

RESOLVED, at the MARINA Central Office Building, 20th Street cor. Bonifacio Drive, Port Area, Manila, this 24th day of October 2025.


JOSEPH VICTOR FERRARO PhD
DIRECTOR II
Mgmt. Information System Service
End-user / Representative
(MISS)


ATTY. PATRICK D. FERRARO
Provisional Member


ATTY. MAY MAUREEN G. DIZON
Member


MR. DAN HENRY V. RAMIREZ
Member

-ON OFFICIAL BUSINESS-
MR. LUISITO U. DELOS SANTOS
Member


MS. PRECILA C. JARA
Vice Chairperson


MR. JOSE LOUIE B. BANUA
Chairperson

APPROVED [] DISAPPROVED


SONIA B. MALALUAN
Administrator