



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of City Schools – Tagbilaran City

BIDS AND AWARDS COMMITTEE (BAC) MINUTES OF THE MEETING
9:00 A.M., December 9, 2020
@ DepEd CID Office

I. ATTENDANCE

Present:

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|---------------------------------|--|
| 1. Dr. Beatriz C. Luga | - Co-Chairperson |
| 2. Dr. Nenita J. Incog | - Alternate Member |
| 3. Dr. Beatriz E. Incog | - Regular Member |
| 4. Dr. Aimee T. Amistoso | - Regular Member |
| 5. Dr. Aquilino T. Milar, Jr. | - Regular Member |
| 6. Mr. Alberto A. Lacang | - Alternate Member |
| 7. Dr. John Ariel A. Lagura | - Secretariat Chair |
| 8. Mr. Bernadito T. Taguisa | - Secretariat Member |
| 9. Ms. Marianne C. Palomares | - Secretariat Member |
| 10. Mrs. Jennifer B. Sarigumba | - Secretariat Member |
| 11. Mr. Ruben C. Lorejo | - Secretariat Member |
| 12. Mr. Christian John L. Capon | - Secretariat Member |
| 13. Mr. Ananias J. Sumaylo | - Secretariat Member |
| 14. Mrs. Marife C. Rallos | - Secretariat Member |
| 15. Engr. Junicel T. Mancha | - TWG Member |
| 16. Engr. Louenie T. Indanao | - TWG Member |
| 17. Engr. Jose C. Mariñas III | - TWG Member |
| 18. Mr. Artemio B. Alo LIB | - TWG Member |
| 19. Mr. Joseph C. Barrete | - TWG Member |
| 20. Mr. Jemmer A. Lofranco | - Starbright Office Depot, Inc. (CDO) |
| 21. Ms. Sarah Jean Yucot | - Arik General Merchandising (Camarines Norte) |
| 22. Ms. Rowena E. Oculam | - Ma-Vill Recycling Center Corp. (Mandaue City) |
| 23. Ms. Marimar Ano-os | - Distinctive Blinds Office & Systems, Inc. (Manila) |

Absent:

- | | |
|-------------------------------------|--------------------------|
| 1. Dr. Marcelo K. Palispis | - Chairperson |
| 2. Dr. Vida A. Encarquez | - Alternate Member |
| 3. Ms. Angeli Faith V. Pascual | - Secretariat Vice-Chair |
| 4. Ms. Retchel T. Sumampong MPA | - Secretariat Member |
| 5. Mrs. Michelle T. Sagaral CPA, MM | - TWG Member |

II. CALL TO ORDER

The meeting was called to order by Dr. Beatriz C. Luga as a presiding officer at 9:00 o'clock in the morning. It was started with a prayer by Dr. Aquilino T. Milar, Jr.

III. CLOSING OF RECEIPT OF BID DOCUMENTS

The box which contains bid documents was closed at 8:59 A.M. in the presence of the Bids and Awards Committee and representatives from Distinctive Blinds and Office Systems, Inc., Ma-Vill Recycling Center Corp., Arik General Merchandising and Starbright Office Depot, Inc.

IV. AGENDA OF THE MEETING

1. Opening of Bids:
 - a. Supply and Delivery of Twenty-Four Thousand Four Hundred Thirty (24,430) Reams of A4 Bondpaper
2. Other Matter:
 - a. Post-Qualification

V. READING AND APPROVAL OF THE PREVIOUS MINUTES

It was moved by Dr. Aquilino T. Milar, Jr. to dispense the reading of the minutes of the previous meeting to give way to the main agendum which was opening of bids on the Supply and Delivery of Twenty-Four Thousand Four Hundred Thirty (24,430) Reams of A4 Bondpaper. It was duly seconded by Dr. Nenita J. Incog and the motion was carried out.

VI. OPENING OF BIDS

Opening on the Supply and Delivery of Twenty-Four Thousand Four Hundred Thirty (24,430) Reams of A4 Bondpaper was conducted. The bidders brought with them samples of the A4 bondpaper to be used in the supply. Checking of the bidding documents both legal and financial aspects was also undertaken.

After the examination of bid documents submitted, the BAC members led by Dr. Beatriz C. Luga and assisted by Mr. Bernadito T. Taguisa found out that Distinctive Blinds and Office Systems, Inc., Ma-Vill Recycling Center Corp., Arik General Merchandising and Starbright Office Depot, Inc. were all eligibles for this project.

Regular members of the BAC filled-up the form of Abstract of Bid as Calculated.

Name of Bidders	Sample A4 Bondpaper	Bid Security	ABC	Contract Price	Remarks
1. Distinctive Blinds and Office Systems, Inc.	Copy A	BSD	4,763,331.42	3,899,028.00	Eligible
2. Ma-Vill Recycling Center Corp.	Copy A	BSD	4,763,331.42	3,957,660.00	Eligible
3. Arik General Merchandising	Copy Paper	BSD	4,763,331.42	3,783,718.40	Eligible
4. Starbright Office Depot, Inc.	Aone	BSD	4, 763,331.42	3,664,500.00	Eligible

Dr. Beatriz C. Luga proclaimed Starbright Office Depot, Inc. represented by Mr. Jemmer A. Lofranco as the lowest and responsive bidder to the Supply and Delivery of Twenty-Four Thousand Four Hundred Thirty (24,430) Reams of A4 Bondpaper. There was a recess for five minutes after the announcement.

VII. OTHER MATTERS:

a. Post-Qualification

The Post-Qualification evaluation report was immediately performed by the BAC members. All pages of the bidding documents and other necessary documents were also signed by the members of the BAC.

VIII. ADJOURNMENT

Mr. Alberto A. Lacang moved to adjourn the meeting and it was seconded by Dr. Beatriz E. Incog. The meeting was adjourned at exactly 12:00 P.M.

Prepared by:

RUBEN C. LOREJO
Secretariat Member

Noted by:

BEATRIZ C. LUGA PhD
BAC Co-Chair



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