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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
10:00 A.M., March 8, 2021 @ CID Office

I. ATTENDANCE

Present:

- | | |
|---------------------------------|-----------------------|
| 1. Dr. Casiana P. Caberte | - Chairperson |
| 2. Dr. Beatriz C. Luga | - Co-Chairperson |
| 3. Dr. Beatriz E. Incog | - Regular Member |
| 4. Dr. Aquilino T. Milar, Jr. | - Regular Member |
| 5. Dr. Aimee T. Amistoso | - Regular Member |
| 6. Dr. Vida A. Encarquez | - Alternate Member |
| 7. Dr. Nenita J. Incog | - Alternate Member |
| 8. Mr. Alberto A. Lacang | - Alternate Member |
| 9. Dr. John Ariel A. Lagura | - Secretariat Chair |
| 10. Ms. Angeli Faith V. Pascual | - Secretariat V-Chair |
| 11. Mrs. Marife C. Rallos | - Secretariat Member |
| 12. Mr. Bernadito T. Taguisa | - Secretariat Member |
| 13. Mr. Ruben C. Lorejo | - Secretariat Member |
| 14. Mrs. Jennifer B. Sarigumba | - Secretariat Member |
| 15. Ms. Marianne C. Palomares | - Secretariat Member |
| 16. Mr. Ananias J. Sumaylo | - Secretariat Member |
| 17. Mr. Christian John L. Capon | - Secretariat Member |
| 18. Lady May P. Karaan | - Secretariat Member |
| 19. Engr. Jose C. Mariñas III | - TWG Member |
| 20. Mr. Artemio B. Alo LIB, EnP | - TWG Member |
| 21. Mr. Joseph C. Barrete | - TWG Member |

Absent:

- | | |
|-------------------------------------|--------------|
| 1. Mrs. Michelle T. Sagaral CPA, MM | - TWG Member |
| 2. Engr. Junicel T. Mancha | - TWG Member |
| 3. Engr. Louenie T. Indanao | - TWG Member |

II. CALL TO ORDER

The Pre-Procurement conference was called to order by Dr. Casiana P. Caberte as the Presiding Officer at 10:00 o'clock in the morning. It was started with a prayer by Dr. Beatriz C. Luga. The chairperson declared the meeting quorum.

III. READING AND APPROVAL OF THE PREVIOUS MINUTES

52
53 The copy of the previous minutes of the meeting was distributed by the
54 Secretariat to the members of the BAC. There was no reading and approval
55 of the previous minutes made. The Presiding Officer immediately proceeded
56 to the main agenda of the meeting.
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59

60 **IV. AGENDA OF THE MEETING**

61 **A. MAIN AGENDA**

- 62 1. Transfer allotment on the Procurement of EPP, TLE and SHS
63 Learning Resources for Quarter 3 & 4 of SY 2020-2021 (Php
64 2,387,863.83)
- 65 2. Transfer allotment on the Procurement of Learning Resources on
66 the Implementation of Basic Education Learning Continuity Plan
67 (Php 1,732,482.85)
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71 The Presiding Officer requested Dr. John Ariel A. Lagura to read the
72 BAC composition through the Division Memo MLA-2021-BAC-034 dated
73 March 2, 2021 signed by Dr. Joseph Irwin A. Lagura, the Schools
74 Division Superintendent. The presence of the members of the BAC,
75 Secretariat and TWG was acknowledged. Clarification of the TWG
76 members in terms of Post-Qualification evaluation was also raised by
77 the Presiding Officer. Questions on the manner of procurement were
78 opened by the Presiding Officer in order to come up with the best
79 method. Whatever decision, the BAC shall inform the Head of Procuring
80 Entity.
81

82 It was reiterated that Quarter 3 will start on March 22 to May 15, 2021
83 while Quarter 4 shall also end by July 2021. Grades 4 to 10 have
84 centralized reproduction of modules from the Central Office except for
85 TLE and SHS where the reproduction of modules will be done at the
86 local level.
87

88 Another allotment was set aside for kindergarten to Grade 3. It was
89 mentioned that the Central Office could not deliver the first 4 weeks of
90 Quarter 3, so the Division Office shall be the one to do the reproduction
91 of modules for expedient and beneficial way of delivery. The first four
92 weeks modules of Quarter 3 were already given to the respective
93 schools from Grade 4 to SHS.
94

95 It was suggested by Dr. Beatriz C. Luga based from previous
96 experience that the reproduction of modules is better to be done in the
97 school level. The Division Office shall procure the bond paper
98 considering there are additional printing machines. Moreover, Dr.
99 Aquilino T. Milar, Jr. agreed with this suggestion raised.
100

101 On the other hand, Mrs. Marife C. Rallos added that the ink to be
102 used for reproduction is part of the allotment and the office can procure
103 the ink together with the printers of good quality. A duplicator was not an

option since there was no enough budget for that. An image drum was also considered in the procurement. It was decided immediately the procurement of bond papers and ink. Suppliers for the bond papers must see to it that they can also provide with the ink. Mr. Bernadito T. Taguisa mentioned that our savings might be used for the purchase of ink.

There was a motion on the procurement of bond papers and ink of SHS Learning Resources for Quarters 3 & 4 of SY 2020-2021. It was moved by Dr. Aquilino T. Milar, Jr. and duly seconded by Dr. Beatriz E. Incog. Procurement of bond papers will amount to Php 1,437,863.83 while procurement of ink will also amount to Php 950,000.00. Furthermore, Mrs. Marife C. Rallos was requested by the Presiding Officer to create a budget for this.

It was noted that the supervisors are ready for the contextualized learning resources to be used. Colored ink will be used in the reproduction of modules by the school level. There was a mass motion on the procurement of bond paper and ink for the learning resources on the implementation of Basic Education Learning Continuity Plan. The amount for the procurement of bond papers will be Php 1,032,482.85 while the amount for the procurement of ink will be Php 700,000.00.

V. ADJOURNMENT

Dr. Vida A. Encarquez moved to adjourn the meeting and it was seconded by Dr. Aimee T. Amistoso. The meeting was adjourned at 11:00 A.M.

Prepared by:


RUBEN C. LOREJO
Secretariat Member

Noted by:


CASIANA P. CABERTE PhD, CESE
BAC Chairperson



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