



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., April 6, 2021 @ DepEd CID Office

I. ATTENDANCE

Present:

- | | |
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| 1. Dr. Casiana P. Caberte | - Chairperson |
| 2. Dr. Beatriz C. Luga | - Co-Chairperson |
| 3. Dr. Aimee T. Amistoso | - Regular Member |
| 4. Dr. Aquilino T. Millar, Jr. | - Regular Member |
| 5. Dr. Nenita J. Incog | - Alternate Member |
| 6. Mr. Alberto A. Lacang | - Alternate Member |
| 7. Dr. Vida A. Encarquez | - Alternate Member |
| 8. Dr. John Ariel A. Lagura | - Secretariat Chair |
| 9. Ms. Angeli Faith V. Pascual | - Secretariat V-Chair |
| 10. Mr. Bernadito T. Taguisa | - Secretariat Member |
| 11. Mrs. Marife C. Rallos | - Secretariat Member |
| 12. Ms. Marianne C. Palomares | - Secretariat Member |
| 13. Mrs. Jennifer B. Sarigumba | - Secretariat Member |
| 14. Mr. Ruben C. Lorejo | - Secretariat Member |
| 15. Mr. Christian John L. Capon | - Secretariat Member |
| 16. Mr. Ananias J. Sumaylo | - Secretariat Member |
| 17. Ms. Lady May P. Karaan | - Secretariat Member |
| 18. Engr. Junicel T. Mancha | - TWG Member |
| 19. Engr. Louenie T. Indanao | - TWG Member |
| 20. Engr. Jose C. Mariñas III | - TWG Member |
| 21. Mr. Artemio B. Alo Lib, EnP | - TWG Member |
| 22. Mr. Joseph C. Barrete | - TWG Member |
| 23. Mr. Ruff Nazar T. Pablo | - Teksource Computer Systems Corp.
(Talisay City, Cebu) |
| 24. Mr. Jemer A. Lofranco | - Starbright Office Depot, Inc.
(Brgy. San Roque, Cebu City) |
| 25. Mr. Save Derosahinto | - JR & KD Prince Enterprises
(Poblacion, Talibon, Bohol) |
| 26. Ms. Consolacion Flores | - Sandugo Press Marketing & Supplies
(Tagbilaran City) |

Absent:

- | | |
|-------------------------------------|------------------|
| 1. Dr. Beatriz E. Incog | - Regular Member |
| 2. Mrs. Michelle T. Sagaral CPA, MM | - TWG Member |

52 **II. CALL TO ORDER**

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54 The meeting was called to order by Dr. Casiana P. Caberte as a
55 Presiding Officer at 9:00 o'clock in the morning. It was started with a prayer
56 by Dr. Beatriz C. Luga. A roll call was conducted by Dr. John Ariel A. Lagura.
57 Majority of the members of the BAC was present and declared the meeting
58 quorum.
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60 **III. CLOSING OF RECEIPT OF BID DOCUMENTS**

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62 The box which contains bid documents was closed at 8:59 A.M. in the
63 presence of the Bids and Awards Committee and representatives from
64 Teksource Computer Systems, Corp., Starbright Office Depot, Inc., JR & KD
65 Prince Enterprises and Sandugo Press Marketing and Supplies.
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68 **IV. READING AND APPROVAL OF THE PREVIOUS MINUTES**

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70 Reading and approval of the previous minutes of the meeting was
71 dispensed to give way to the main agenda of the meeting.
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74 **V. AGENDA OF THE MEETING**

- 75
76 1. Opening of Bids:
77 a. Supply and Delivery of A4 Bond Paper Substance 20 for
78 Reproduction of Modules (with ABC of Php 1,437,863.83)
79 b. Supply and Delivery of A4 Bond Paper Substance 20 for
80 Reproduction of Modules (with ABC of Php 1,032,482.85)
81 2. Other Matter:
82 a. Post-Qualification
83

84 **VI. OPENING OF BIDS**

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86 The Presiding Officer acknowledged the presence of the bidders then
87 thanked them for their interest of the project. Opening on the Supply and
88 Delivery of A4 Bond Paper Substance 20 for Reproduction of Modules was
89 conducted. The bidders brought with them samples of the A4 bond paper to be
90 used for the project. Checking of the bidding documents both technical & legal
91 and financial documents was also undertaken.
92

93 After the examination of bid documents submitted, the BAC members
94 led by Dr. Casiana P. Caberte and assisted by Dr. John Ariel A. Lagura found
95 out that Starbright Office Depot, Inc., Teksource Computer Systems Corp., JR
96 & KD Enterprises and Sandugo Press Marketing & Supplies were all eligibles
97 for the projects.
98

99 Regular members of the BAC filled-up the form of Abstract of Bid as
100 Calculated.
101

102 Dr. Casiana P. Caberte proclaimed Starbright Office Depot, Inc.
103 represented by Mr. Jemer A. Lofranco as the lowest and responsive bidder to

the Supply and Delivery of A4 Bond Paper Substance 20 for Reproduction of Modules (7,375 reams). There was a break for five minutes after the first announcement.

Opening of bids for the second project was immediately followed. After the bid evaluation, the Presiding Officer declared Starbright Office Depot, Inc. as the lowest and responsive bidder to the Supply and Delivery of A4 Bond Paper Substance 20 for Reproduction of Modules (5,296 reams).

The Presiding Officer then allowed the bidders to go ahead. The lowest bidder clarified the method of delivery of the bond paper once the projects would be awarded.

A. SUPPLY AND DELIVERY OF A4 BOND PAPER SUBSTANCE 20 FOR REPRODUCTION OF MODULES (7,375)

NAME OF BIDDER	SAMPLE BOND PAPER	BID SECURITY	ABC	CONTRACT PRICE	REMARKS
J&K Source Computer Systems, Corp.	Cactus	BSD	1,437,863.83	1,102,562.50	Eligible
Starbright Office Report, Inc.	A-one	BSD	1,437,863.83	958,750.00	Eligible
JR & KD Prince Enterprises	A-one	BSD	1,437,863.83	1,017,750.00	Eligible
Sandugo Press Marketing & Supplies	Copier Paper	BSD	1,437,863.83	1,143,125.00	Eligible

B. SUPPLY AND DELIVERY OF A4 BOND PAPER SUBSTANCE 20 FOR REPRODUCTION OF MODULES (5,296)

NAME OF BIDDER	SAMPLE BOND PAPER	BID SECURITY	ABC	CONTRACT PRICE	REMARKS
J&K Source Computer Systems, Corp.	Cactus	BSD	1,032,482.85	820,880.00	Eligible
Starbright Office Report, Inc.	A-one	BSD	1,032,482.85	688,480.00	Eligible
JR & KD Prince Enterprises	A-one	BSD	1,032,482.85	730,848.00	Eligible

VII. OTHER MATTERS:

a. Post-Qualification

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

156 **VIII. ADJOURNMENT**

157
158 Dr. Beatriz C. Luga moved to adjourn the meeting and it was seconded by Dr.
159 Nenita J. Incog. The meeting was adjourned at exactly 3:00 P.M.
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162 Prepared by:

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165 **RUBEN C. LOREJO**
166 Secretariat Member
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169 Noted by:

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172 **CASIANA P. CABERTE PhD, CESE**
173 BAC Chairperson
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