



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
March 25, 2021, @ 10:00 AM, 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 | - Regular Member |
| 7. Dr. Nenita J. Incog | - Regular 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. Mr. Christian John L. Capon | - Secretariat Member |
| 12. Ms. Marianne C. Palomares | - Secretariat Member |
| 13. Ms. Lady May P. Karaan | - Secretariat Member |
| 14. Mrs. Michelle T. Sagaral CPA, MM | - TWG Member |
| 15. Engr. Louenie T. Indanao | - TWG Member |
| 16. Engr. Junicel T. Mancha | - TWG Member |
| 17. Engr. Jose C. Marinas III | - TWG Member |
| 18. Mr. Artemio B. Alo LIB, EnP | - TWG Member |
| 19. Mr. Virgilio B. Tupos, Jr. | - Observer, TCCES |

Absent:

- | | |
|-------------------------------|----------------------|
| 1. Mr. Ruben C. Lorejo | - Secretariat Member |
| 2. Mrs. Marife C. Rallos | - Secretariat Member |
| 3. Mr. Ananias J. Sumaylo | - Secretariat Member |
| 4. Mrs. Jennifer B. Sarigumba | - Secretariat Member |
| 5. Mr. Joseph C. Barrete | - TWG Member |
| 6. Mr. Alberto A. Lacang | - Regular Member |

II. CALL TO ORDER

The Pre-bid Conference was called to order by Dr. Casiana P. Caberte as the Presiding Officer at 10:15 in the morning. It started with a prayer led by Mr. Artemio B. Alo.

The BAC Presiding Officer declared the meeting quorum after a roll call of all BAC Members.

49 **III. READING AND APPROVAL OF THE PREVIOUS MINUTES**

50 There was a reading of the previous minutes. Fifteen minutes allotted time
51 was given for the reading of the contents. Dr. Aquilino T. Milar, Jr. moved to approve
52 the previous minutes and it was seconded by Dr. Nenita J. Incog.

53

54 **IV. AGENDA OF THE MEETING**

55 A. Pre-bidding Conference:

56 There were no bidders present during the Pre-Bid Conference, therefore, it was
57 decided to proceed directly to set the schedule for BAC Activities. A reading and
58 review of BAC activities was done for the following procurement projects.

59 1. Supply and Delivery of A4 Bond Paper Substance 20 for
60 Reproduction of Modules (with ABC of Php 1, 437, 863. 83).

61 2. Supply and Delivery of A4 Bond Paper Substance 20 for
62 Reproduction of Modules (with ABC of Php 1, 032, 482. 85).

63

64 **V. OTHER MATTERS**

65 1. There was a question regarding on the learning materials for Q3. It is
66 understood that at present, schools are using the materials contextualized by this
67 Division in all levels.

68 2. It was also announced that as of yesterday, March 24, 2021, there were Bid
69 Documents buyers amounting to P20, 000.00 from two (2) bidders.

70 3. The observer from Tagbilaran City Central Elementary School (TCCES), Mr.
71 Virgilio Tupos, Jr. was also acknowledged during the meeting.

72 4. There was an announcement regarding the received copy of Transfer Allotment
73 for Continuing Textbooks ang Instructional Materials in the amount of (Php 266,
74 567.68) for the purpose of transferring of funds to cover funding requirements for
75 the implementation of BE-LCP, and Provision of Learning Resources. It was
76 suggested that the budget can be used for the purchase of toner for the 38 units of
77 printer purchased thru the SEF. Engr. Junicel T. Mancha suggested that an
78 additional Php 3,900,000.00 from the SEF will be allocated also for the purchase of
79 toners.

80 5. Dr. Beatriz C. Luga, commended the resourcefulness and initiatives of the
81 Engineers as regard to the filling of "Anapog" on the office frontyard at the same time
82 parking lot of the Division Office Personnel.

83 6. Dr. Luga followed-up Engr. Mancha on the ID Printer. It was raised that the
84 said consumables were not included in the APP 2021. Therefore, Engr. Mancha made
85 a resolution addressed to LGU-Tagbilaran City for its inclusion in the APP 2021.

86 7. Dr. Luga also made a follow-up on the status of the bulletin board for the
87 APCPI. Per Dr. Milar who negotiated the contractor, the latter said that the
88 fabrication has started with the cover of the bulletin board. Furthermore, it will be
89 continued after Holy Week.

90 8. Dr. Luga also asked about the status of the proposed office building expansion
91 to have enough space for the growing numbers of DO Personnel. Engr. Mancha
92 responded that there were still revisions of the Proposal.

93

94 **VI. ADJOURNMENT**

95 The meeting was adjourned at 10:53 in the morning of March 25, 2021. It was
96 moved by Dr. Nenita J. Incog and was duly seconded by Dr. Aimee T. Amistoso.

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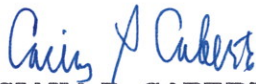
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99 Prepared by:



100 **MARIANNE C. PALOMARES**
101 Secretariat Member
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103 Noted by:



104 **CASIANA P. CABERTE PhD, CESE**
105 BAC Chairperson
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