



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
2:00 P.M., June 23, 2021 @ 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. Vida A. Encarquez | - Alternate Member |
| 5. Dr. Nenita J. Incog | - Alternate Member |
| 6. Dr. John Ariel A. Lagura | - Secretariat Chair |
| 7. Ms. Angeli Faith V. Pascual | - Secretariat V-Chair |
| 8. Mrs. Marife C. Rallos | - Secretariat Member |
| 9. Mr. Ruben C. Lorejo | - Secretariat Member |
| 10. Ms. Marianne C. Palomares | - Secretariat Member |
| 11. Mr. Ananias J. Sumaylo | - Secretariat Member |
| 12. Ms. Lady May P. Karaan | - Secretariat Member |
| 13. Engr. Jose C. Mariñas III | - TWG Member |
| 14. Engr. Louenie T. Indanao | - TWG Member |
| 15. Engr. Junicel T. Mancha | - TWG Member |
| 16. Mr. Artemio B. Alo LIB, EnP | - TWG Member |

Absent:

- | | |
|-------------------------------------|----------------------|
| 1. Dr. Beatriz E. Incog | - Regular Member |
| 2. Dr. Aquilino T. Milar, Jr. | - Regular Member |
| 3. Mr. Alberto A. Lacang | - Alternate Member |
| 4. Mr. Bernadito T. Taguisa | - Secretariat Member |
| 5. Mrs. Jennifer B. Sarigumba | - Secretariat Member |
| 6. Mr. Christian John L. Capon | - Secretariat Member |
| 7. Mrs. Michelle T. Sagaral CPA, MM | - TWG Member |
| 8. Mr. Joseph C. Barrete | - TWG Member |

II. CALL TO ORDER

The Pre-Procurement conference was called to order by Dr. Casiana P. Caberte as the Presiding Officer at 2:00 o'clock in the afternoon. It was started with a prayer by Dr. Beatriz C. Luga. The chairperson declared the meeting quorum after a roll of attendees conducted by Dr. John Ariel A. Lagura, Secretariat Chair.

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53 **III. READING AND APPROVAL OF THE PREVIOUS MINUTES**
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55 The Secretariat distributed copies of the minutes of the meeting dated
56 June 03, 2021. The members of the BAC read and reviewed the minutes.
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59
60 **IV. AGENDA OF THE MEETING**
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62 **A. MAIN AGENDA**
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- 64 1. Allotment transferred for the provision of Self-Learning Modules
65 (SLM's) Quarter 4 SY 2020-2021 in the amount of P1,459,973.37
66 2. For allotment transferred to cover funding requirements for the
67 Implementation of Basic Learning Continuity Plan (BE-LCP)
68 Provision of Learning Resources in the amount of P1,804,635.72
69

70 **B. OTHER MATTERS**
71

- 72 1. ID Printer
73

74 It was mentioned by the Presiding Officer that there was a change of
75 schedule in the Bid Bulletin No. 001-INFRA regarding the
76 Repair/Rehabilitation of Various School Building (14 classrooms) at Ubuja
77 Elementary School, Tagbilaran City. The Pre-bid Conference has been
78 moved to June 30, 2021 at 10:00 A.M.
79

80 The Presiding Officer then opened the floor for any suggestions on what
81 to procure with the allotments received. So, an inquiry was made about the
82 primary need of City Schools of Tagbilaran considering that it is already in
83 the last quarter of the school year. It was found out that majority of the
84 schools need toner, ink and image drum for their photocopier and some
85 schools still need bond papers.
86

87 There was also an inquiry made to Commission on Audit (COA)
88 representative thru phone call as to the manner of procurement for the
89 school supplies. It was reiterated that Small Value Procurement is still
90 applicable for as long as there is justification from the Procuring Entity due
91 to different needs of the school.
92

93 The first allotment will be prioritized for procurement and will be broken
94 into two amounts:

- 95 a. P500,000.00 for the procurement of bond papers
96 b. P959,973.37 for the procurement of toner, ink and
97 photocopier's image drum

98 While the second allotment shall be requested from DBM for the month of
99 July 2021.
100

101 There was a motion to approve the procurement of the first allotment that
102 it would be divided into two amounts. It was moved by Dr. Beatriz C. Luga
103 and duly seconded by Dr. Nenita J. Incog.

Dr. Beatriz C. Luga asked about the status of the ID printer which is being processed by the City Hall. Engr. Junicel T. Mancha responded and informed the body that there was a failure in the bidding process due to wrong specifications of the ID Printer. Hence, another schedule is set for the next bidding.

V. ADJOURNMENT

Dr. Aimee T. Amistoso moved to adjourn the meeting and it was seconded by Dr. Nenita J. Incog. The Pre-procurement conference was adjourned at 3:20 P.M.

Prepared by:


RUBEN O. LOREJO
Secretariat Member

Noted by:


CASIANA P. CABERTE PhD, CESE
BAC Chairperson



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