



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., June 30, 2021 @ CID Office

I. ATTENDANCE

Present:

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|--------------------------------------|-------------------------------------|
| 1. Dr. Beatriz C. Luga | - Co-Chairperson |
| 2. Dr. Beatriz E. Incog | - Regular Member |
| 3. Mr. Alberto A. Lacang | - Alternate Member |
| 4. Dr. Aimee T. Amistoso | - Regular Member |
| 5. Dr. Vida A. Encarquez | - Alternate Member |
| 6. Dr. Nenita J. Incog | - Alternate Member |
| 7. Dr. John Ariel A. Lagura | - Secretariat Chair |
| 8. Ms. Angeli Faith V. Pascual | - Secretariat V-Chair |
| 9. Mr. Ruben C. Lorejo | - Secretariat Member |
| 10. Mr. Bernadito T. Taguisa | - Secretariat Member |
| 11. Mrs. Jennifer B. Sarigumba | - Secretariat Member |
| 12. Mrs. Michelle T. Sagaral CPA, MM | - TWG 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 |
| 17. Mr. Eduardo L. Taghap | - JY Bontilao Const. & Enterprises |
| 18. Mr. Jorje Jorje G. Manuales | - JFJ Construction Supply |
| 19. Mr. James Ison G. Manuales | - Anielthon Construction Supply |
| 20. Mr. Marlon R. Tan | - C Jansen Cont. & Gen. Mdse. |
| 21. Mr. Danny G. Volipa | - Micro-Asia Builders |
| 22. Mr. Lourd Cirunay | - Dolci Construction |
| 23. Ms. Michelle Ploc | - ESP Design, Construction & Supply |

Absent:

- | | |
|--------------------------------|----------------------|
| 1. Dr. Casiana P. Caberte | - Chairperson |
| 2. Dr. Aquilino T. Milar, Jr. | - Regular Member |
| 3. Mrs. Marife C. Rallos | - Secretariat Member |
| 4. Ms. Marianne C. Palomares | - Secretariat Member |
| 5. Mr. Ananias J. Sumaylo | - Secretariat Member |
| 6. Ms. Lady May P. Karaan | - Secretariat Member |
| 7. Mr. Christian John L. Capon | - Secretariat Member |
| 8. Mr. Joseph C. Barrete | - TWG Member |

52 **II. CALL TO ORDER**

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54 The Pre-Bid Conference was called to order by Dr. Beatriz C. Luga as
55 the Presiding Officer at 10:00 o'clock in the morning. It was started with a
56 prayer by Dr. Nenita J. Incog. The Presiding Officer declared the meeting
57 quorum after a roll call made by Dr. John Ariel A. Lagura, the Secretariat
58 Chair.
59

60 The presence of the prospective bidders was also acknowledged by Mr.
61 Ruben C. Lorejo including those bidders who attended the conference
62 through online.
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64

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

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67 The copies of the previous minutes of the meeting dated June 23, 2021
68 were given to the BAC members for scrutiny. There was a motion to read
69 the minutes of the previous meeting. It was moved by Dr. Aimee T. Amistoso
70 and seconded by Dr. Beatriz E. Incog. The Presiding Officer encouraged
71 the BAC members to check every page for any correction. Since there was
72 no correction noted, Mr. Alberto A. Lacang moved to approve the previous
73 minutes of the meeting and duly seconded by Dr. Vida A. Encarquez.
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75

76 **IV. AGENDA OF THE MEETING**

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78 1. Repair/Rehabilitation of Various School Building (14 classrooms)
79 at Ubujan ES, Tagbilaran City
80 2. Other Matters
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83 The Presiding Officer reiterated the schedule of activities for the
84 Repair & Rehabilitation of Various School Building (14 classrooms) at
85 Ubujan Elementary School, Tagbilaran City. The availability and issuance
86 of bid documents would run from June 22, 2021 until July 9, 2021. Receipt
87 of bids shall be closed on July 12, 2021 at 8:59 in the morning, while the
88 opening of bids and bid evaluation will be conducted at 9:00 A.M. the same
89 date. The Post Qualification and the preparation of Resolution to Award are
90 scheduled on July 13, 2021 and July 14, 2021; respectively.
91

92 It was also highlighted the Approved Budget of the Contract (ABC)
93 amounting to Php 6,594,981.05 with contract duration of 180 calendar days.
94 The bidding documents are already available at the Cashier's Office
95 amounting to Php 10,000.00
96

97 The Presiding Officer informed the prospective bidders that they
98 could now raise their clarificatory questions. The following were then noted
99 as the questions raised by the prospective bidders:

- 100 1. Bill of Quantities (BOQ), Indirect Cost of 17%
101 2. Requirements for Technical and Legal documents
102 3. New contractor if allowed to participate without Single Largest
103 Completed Contract (SLCC).

4. Paper size of the Bid Docs
5. Supporting documents like Certificate of Completion or Certificate of final Completion and Certificate of Acceptance or Certificate of Final Acceptance
6. If Post Qualification will be conducted through live video conference

The Presiding Officer called the attention of the Division's Project Engineer and the Accountant to answer some of the technical concerns. For items number 3 & 5, the bidders were informed that the BAC would still review GPPB Sec. 23.4.2 and refer to Commission on Audit (COA) for final decisions. The bidders were also advised to include in their bid docs soft copy for their financial documents to be placed in a CD. Proper labeling of their documents was highly recommended for easy checking. After their questions and answers, they were excused from the BAC meeting including those bidders who attended online.

No other matters were discussed during the conference.

V. ADJOURNMENT

Mr. Alberto A. Lacang moved to adjourn the meeting and it was seconded by Dr. Vida A. Encarquez. The Pre-Bid Conference was adjourned at 11:05 A.M.

Prepared by:


RUBEN C. LOREJO
Secretariat Member

Noted by:


BEATRIZ C. LUGA PhD
BAC Co-Chairperson



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