



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

DIVISION BIDS AND AWARDS COMMITTEE (BAC) MINUTES OF THE MEETING

Opening of Bids

9:00 A.M., February 7, 2022 @ Division Conference Hall

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. Milar, Jr. | - Regular Member |
| 5. Dr. Beatriz E. Incog | - Regular Member |
| 6. Mr. Alberto A. Lacang | - Alternate Member |
| 7. Dr. Nenita J. Incog | - Alternate Member |
| 8. Dr. Vida A. Encarquez | - Alternate Member |
| 9. Mrs. Michelle T. Sagaral CPA, MM | - TWG Member |
| 10. Engr. Junicel T. Mancha | - TWG Member |
| 11. Engr. Louenie T. Indanao | - TWG Member |
| 12. Engr. Jose C. Marinas III | - TWG Member |
| 13. Mr. Artemio B. Alo JD, EnP | - TWG Member |
| 14. Dr. John Ariel A. Lagura | - Secretariat Chair |
| 15. Ms. Angeli Faith V. Pascual | - Secretariat V-Chair |
| 16. Mr. Ananias J. Sumaylo | - Secretariat Member |
| 17. Mr. Christian John L. Capon | - Secretariat Member |
| 18. Ms. Lady May P. Karaan | - Secretariat Member |
| 19. Mr. Bernadito T. Taguisa | - Secretariat Member |
| 20. Ms. Marianne C. Palomares | - Secretariat Member |
| 21. Mafay D. Bernales | - 5 Angels Trading |
| 22. Renante G. Dalagan | - Cebu Star Sales Marketing |
| 23. Jemer Lofranco | - Starbright Office Depot Inc. |
| 24. Consolacion Flores | - Sandugo Press Mktg. and Supplies |

Absent:

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| 1. Mr. Joseph C. Barrete | - TWG Member |
| 2. Mrs. Marife C. Rallos | - Secretariat Member |

II. CALL TO ORDER

The Opening of Bids was called to order at 9:00 A.M. by the Presiding Officer, Dr. Casiana P. Caberte. It started with a prayer led by Dr. Beatriz C. Luga. The BAC Presiding Officer declared the meeting quorum after a roll call of the BAC Members.

III. CLOSING OF RECEIPT OF BID DOCUMENTS





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III. CLOSING OF RECEIPT OF BID DOCUMENTS

The box which contains the bid documents was closed at 8:59 in the morning with the presence of the Bids and Awards Committee and representatives from Sandugo Press Marketing and Supplies, Cebu Star Sales Marketing, Starbright Office Depot Inc., and 5 Angels Trading.

IV. READING AND APPROVAL OF THE PREVIOUS MINUTES

A motion to dispense on the reading of the previous minutes was raised to give way to the main agendum of the meeting.

V. AGENDA OF THE MEETING

A. Opening of Bids:

1. Supply and Delivery of (9,211) reams, (9,360) reams, and (26,454) reams of A4 Bondpaper Substance 20.

VI. OPENING OF BIDS

The Presiding Officer acknowledged the presence of the interested bidders. The opening of Bids for the Supply and Delivery of (9,211) reams, (9,360) reams, and (26,454) reams of A4 Bondpaper Substance 20, was conducted. The members of the BAC started checking the BAC documents (Checklist of Eligibility & Technical Financial Documents).

After the BAC Members examined the bid documents submitted, the Presiding Officer declared that the Sandugo Press Marketing and Supplies, Cebu Star Sales Marketing, Starbright Office Depot Inc., and 5 Angels Trading were all eligible for the supply and delivery of A4 bondpapers. The BAC Members then filled-up the form of Abstract of Bid as Calculated and as Read.

The Presiding Officer declared that the Cebu Star Sales Mktg. represented by Mr. Renante G. Dalagan is the lowest and responsive bidder for the Supply and Delivery of (26,454) reams of A4 bondpaper substance 20 with an ABC of Php 5,026,260.00. Moreover, for the Supply and Delivery of (9,211) reams and (9,360) reams of A4 bondpaper substance 20, the Sandugo Press Mktg. and Supplies is the lowest and responsive bidder. After the declaration of the winning bidder, the Presiding Officer then excused the bidders from the BAC meeting.

SUPPLY AND DELIVERY OF A4 BOND PAPER SUBSTANCE 20

NAME OF BIDDER	BID SECURITY	SAMPLE	9,211 reams ABC (Php 1,750,090.00)	9,360 reams ABC (Php 1,778,400.00)	26,454 reams ABC (Php 5, 026,260.00)	REMARKS
Cebu Star Sales Mktg.	BSD	Copy Paper	1,197,430.00	1,216,800.00	3,439,020.00	Eligible
5 Angels Trading	BSD	Copy Paper	-	1,296,360.00	3,834,507.30	Eligible
Starbright Office Depot Inc.	BSD	AOne	1,234,274.00	1,254,240.00	3,544,836.00	Eligible
Sandugo Press Mktg. & Supplies	BSD	Double A Everyday	1,192,824.50	1,212,120.00	-	Eligible





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VII. ADJOURNMENT

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As there were no more points to discuss, the meeting has been adjourned at exactly 12:00 noon.

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I hereby attest that the foregoing statements were true and correct.

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Prepared by:

MARIANNE C. PALOMARES
BAC Secretariat

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Noted by:

CASIANA P. CABERTE PhD, CESE
BAC Chairperson

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