



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 29, 2022; 01:30 P.M.
Division Conference Room
DepEd Tagbilaran City Division Office, Dampas, Tagbilaran City

I. ATTENDANCE

Present:

- | | |
|--|---------------------------|
| 1. Dr. Casiana P. Caberte | - Chairperson |
| 2. Dr. Beatriz C. Luga | - Vice Chairperson |
| 3. Dr. Aquilino T. Milar Jr. | - Regular Member |
| 4. Dr. Beatriz E. Incog | - Regular Member |
| 5. Dr. Aimee T. Amistoso | - Regular Member |
| 6. Dr. Nenita J. Incog | - Alternate Member |
| 7. Dr. Vida A. Encarquez | - Alternate Member |
| 8. Dr. John Ariel A. Lagura | - Secretariat Chair |
| 9. Miss Angeli Faith V. Pascual | - Secretariat Vice Chair |
| 10. Mr. Bernadito T. Taguisa | - Secretariat Member |
| 11. Mr. Christian John L. Capon | - Secretariat Member |
| 12. Miss Marianne C. Palomares | - Secretariat Member |
| 13. Miss Lady May P. Karaan | - Secretariat Member |
| 14. Mr. Aldrin M. Pajo | - Secretariat Member |
| 15. (Mrs.) Mayflor L. Robles | - Secretariat Member |
| 16. Engr. Louenie T. Indanao | - TWG Member |
| 17. Engr. Junicel T. Mancha | - TWG Member |
| 18. Mr. Artemio B. Alo LIB, EnP | - TWG Member |
| 19. (Mrs.) Michelle T. Sagaral CPA, MM | - TWG Member |
| 20. (Mrs.) Julie Ann Kristie A. Redillas | - Division Budget Officer |

Absent:

- | | |
|------------------------------|----------------------|
| 1. Mr. Alberto A. Lacang | - Alternate Member |
| 2. Mr. Joseph C. Barrete | - TWG Member |
| 3. (Mrs.) Marife C. Rallos | - Secretariat Member |
| 4. Engr. Jose C. Mariñas III | - TWG Member |





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42 **II. CALL TO ORDER**

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44 The meeting was called to order by BAC Chairperson, Dr.
45 Casiana P. Caberte as the Presiding Officer, at 01:30 in the
46 afternoon. It started with a prayer by Dr. Beatriz C. Luga. The
47 Presiding Officer declared the meeting quorum after seeing the
48 attendance of the Members.
49

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

52
53 There was no reading of the previous minutes.
54

55
56 **IV. AGENDA OF THE MEETING**

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58 **A. MAIN AGENDUM**

- 59 1. Supply and Delivery of 9,211 and 9,360 reams of A4
60 Substance 20 Bond paper
61

62 The Presiding Officer read the letter sent by the winning bidder,
63 Sandugo Press Marketing and Supplies, stating their request for
64 termination of the bidding contract with the reason stated also
65 thereto.
66

67 Upon such, it has been agreed by the body to proceed with the next
68 possible legal step in the bidding process. First, Dr. Milar shared
69 that he had made calls to a couple of Lawyers/ Legal Officers from
70 other divisions and asked what shall be done if a bid contract is
71 terminated and/or there is a failure of bid, for which they had
72 replied that a new bidding shall be done. However, in contrast, the
73 Division Accountant, Mrs. Sagaral, had shared that she had
74 already referred from the Commission on Audit (COA) regarding the
75 take-over of contracts as provision under Annex "H" V.3. in the
76 2016 Revised IRR of RA 9184, for which COA affirmed it is proper.
77 With such, the Committee upon consideration of Sandugo Press
78 Marketing and Supplies' request for termination proceeded to call
79 on the next lowest bidder who may be able to supply the said bulk
80 of items.
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82 Per Mr. Taguisa, he already called beforehand the second lowest
83 bidder, Cebu Star Sales Marketing, if they can supply the for the
84 said projects, which unfortunately they declined with an official
85 letter as their waiver. Then, the next lowest bidder, Starbright
86 Office Depot Inc, was called to ask the same concern, and affirmed
87 that they can supply for said both projects.
88

89 Moreover, it was agreed by the Committee that a letter shall be
90 made to respond to the letter of request for termination by the
91 Sandugo Press Marketing and Supplies. The letter must state that
92 the request for termination has been considered. In addition, the
93 letter shall also state the amount Sandugo Press must pay for the
94 liquidated damages incurred upon the termination. With the same
95 concern and content, a resolution must also be made to record
96 such occurrence.
97

98 Furthermore, the Presiding Officer then announced that a post-
99 qualification for Starbright Office Depot Inc must immediately be
100 done in order to fast track the delivery of items intended for the
101 project/s.
102
103

104 **B. OTHER MATTERS**

- 105
- 106 1. Receipt of Sub-Allotment Release Order (SARO) for the
107 funding requirements in the implementation of the School-
108 Based Feeding Program (SBFP) for FY 2022 with the amount
109 of Php 2,198,432.00
110

111 It has been agreed that the bidding for the nutri-packs shall not be
112 done competitively/publicly, but through small value procurement
113 only. While the supply of milk will be given by one (1) supplier only,
114 the Philippine Carabao Center (PCC) Ubay Stock Farm.
115

116

117 **V. ADJOURNMENT**

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119 Dr. Aquilino T. Milar, Jr. moved to adjourn the meeting
120 and it was seconded by Dr. Nenita J. Incog. The meeting was
121 adjourned at 03:30 P.M.
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Prepared by:

Noted by:

ANGELI FAITH V. PASCUAL
BAC Secretariat Vice Chair

CASIANA P. CABERTE PhD, CESE
BAC Chairperson



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