



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 20, 2023; 01:30 P.M.

**Office of the Assistant Schools Division Superintendent
DepEd Tagbilaran City Division Office, Dampas, Tagbilaran City**

I. ATTENDANCE

Present:

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| 1. Dr. Casiana P. Caberte | - Chairperson |
| 2. Dr. Beatriz E. Incog | - Regular Member |
| 3. Dr. Aimee T. Amistoso | - Regular Member |
| 4. Dr. Nenita J. Incog | - Alternate Member |
| 5. Mr. Alberto A. Lacang | - Alternate Member |
| 6. Mr. Joseph C. Barrete | - Alternate Member |
| 7. Dr. John Ariel A. Lagura | - Secretariat Chair |
| 8. Miss Angeli Faith V. Pascual | - Secretariat Vice Chair |
| 9. Mr. Bernadito T. Taguisa | - Secretariat Member |
| 10. Miss Lady May P. Karaan | - Secretariat Member |
| 11. Mr. Aldrin M. Pajo | - Secretariat Member |
| 12. Mr. Christian John L. Capon | - Secretariat Member |
| 13. (Mrs.) Marianne P. Calipes | - Secretariat 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. (Mrs.) Maria Christine C. Fudolig | - C. Jansen Construction &
General Merchandise |
| 18. Mr. Cristopher Omasas | - Dolci Construction &
General Merchandise |
| 19. Mr. Bernardo J. Pahang | - Barcode Corp. |

Absent:

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|---------------------------------------|----------------------|
| 1. Dr. Aquilino T. Milar Jr. | - Regular Member |
| 2. (Mrs.) Marife C. Rallos | - Secretariat Member |
| 3. (Mrs.) Michelle T. Sagaral CPA, MM | - TWG Member |
| 4. Engr. Jose C. Mariñas III | - TWG Member |





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II. CALL TO ORDER

The Conference was called to order by BAC Chairperson Dr. Casiana P. Caberte as the Presiding Officer at 01:30 in the afternoon. It started with a prayer by Dr. Nenita J. Incog. The Presiding Officer declared the meeting quorum after a roll call of the attendance made by Dr. John Ariel A. Lagura, Secretariat Chair.

The presences of the three (3) prospective bidders were also acknowledged by the Presiding Officer.

III. READING AND APPROVAL OF THE PREVIOUS MINUTES

The reading of the previous minutes was dispensed.

IV. AGENDA OF THE MEETING

A. MAIN AGENDUM

1. Pre-bidding on the Proposed Construction of One (1) Storey – Three (3) Classrooms and One (1) Storey – One (1) Classroom School Building with Toilet at Tagbilaran City Central Elementary School

The Pre-bidding Conference was called to order by the Presiding Officer for the procurement on the Proposed Construction of One (1) Storey – Three (3) Classrooms and One (1) Storey – One (1) Classroom School Building with Toilet at Tagbilaran City Central Elementary School with the approved budget for the contract (ABC) of Php 16,998,892.02.

There were three (3) prospective bidders present: from C. Jansen Construction and General Merchandise represented by Mrs. Maria Christine C. Fudolig, from Dolci Construction and General Merchandise represented by Mr. Cristopher Omasas, and from Barcode Corporation represented by Mr. Bernardo J. Pahang.





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83 The Presiding Officer then announced the schedule of the activities
84 for the said procurement based on the calendar made.
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86 Below is the complete schedule of BAC Activities.
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88 Proposed Construction of One (1) Storey – Three (3) Classrooms and
89 One (1) Storey – One (1) Classroom School Building (with Toilet) at
90 Tagbilaran City Central Elementary School
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ABC	CONTRACT DURATION	PARTICULAR
16,998,892.02	150 calendar days	One (1) Storey – Three (3) Classrooms and One (1) Storey – One (1) Classroom

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SCHEDULE OF BAC ACTIVITIES

BAC ACTIVITIES		SCHEDULE	VENUE
1	Pre-Procurement Conference	March 6, 2023	DepEd Division of Tagbilaran City, CID Office
2	Advertisement/ Posting of ITB	March 10, 2023	DepEd Division of Tagbilaran City, BAC Bulletin and Other Public Conspicuous Places
3	Issuance and availability of Bid Documents	March 10 – 31, 2023	DepEd Division of Tagbilaran City, Conference Hall
4	Pre-bid Conference	March 20, 2023 at 10:00 am	DepEd Division of Tagbilaran City, Conference Hall
5	Site inspection	March 21, 2023	Tagbilaran City Central Elementary School
6	Receipt and Opening of Bids	March 31, 2023 until 8:59 am (receipt) and at 9:00 am (opening)	DepEd Division of Tagbilaran City, Conference Hall
7	Bid Evaluation	April 3, 2023	DepEd Division of Tagbilaran City, Conference Hall
8	Post Qualification	April 4, 2023	DepEd Division of Tagbilaran City, Conference Hall
9	Preparation of Resolution to Award	April 5, 2023	DepEd Division of Tagbilaran City, Conference Hall
10	Issuance of Notice to Award	April 10, 2023	DepEd Division of Tagbilaran City, Conference Hall
11	Preparation & Signing of Contract	April 14, 2023	DepEd Division of Tagbilaran City, Conference Hall
12	Issuance of Notice to Proceed	April 20, 2023	DepEd Division of Tagbilaran City, Conference Hall



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96 Moreover, Engr. Indanao, DepEd Engineer, added that the existing
97 building needs to be demolished because it was then built not
98 following the standard size and the area becomes flooded when
99 rain pours.

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101 The Presiding Officer then asked the prospective bidders if they
102 have clarifications on the said project. Mr. Pahang of Barcode
103 Corporation then asked if there shall be a need for material testing,
104 which Engr. Indanao answered with a “yes”. Mr. Pahang added to
105 ask if permits and clearances are included in the POW, which
106 Engr. Indanao also answered with a “yes”. While Mrs. Fudolig of C.
107 Jansen Construction and General Merchandise expressed that she
108 will just ask shall there be clarifications upon the site inspection
109 the following day.


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111 Furthermore, Mr. Taguisa, Secretariat, said that a supplemental
112 bid bulletin shall be posted adding the required soft copy of the
113 Program of Works which was not included in the original posting.

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116 **V. ADJOURNMENT**

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118 Dr. Nenita J. Incog moved to adjourn the meeting and it was
119 seconded by Dr. Beatriz E. Incog. The conference was adjourned at
120 02:10 P.M.

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123 Prepared by:

Noted by:

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127 **ANGELI FAITH V. PASCUAL**
128 BAC Secretariat Vice Chair


CASIANA P. CABERTE PhD, CESE
BAC Chairperson

