



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**

**Opening of Bids**  
**December 4, 2023, 09:00 A.M.**  
**DepEd Tagbilaran City Conference Room**

**I. ATTENDANCE**

Present:

- |                                    |                           |
|------------------------------------|---------------------------|
| 1. Mr. Ernesto Q. Alas-as Jr. CESE | - Chairperson             |
| 2. Dr. Aquilino T. Milar Jr.       | - Regular Member          |
| 3. Dr. Nenita J. Incog             | - Regular Member          |
| 4. Mr. Alberto A. Lacang           | - Alternate Member        |
| 5. Mr. Joseph C. Barrete           | - Alternate Member        |
| 6. Miss Angeli Faith V. Pascual    | - Secretariat Chair       |
| 7. Mr. Bernadito T. Taguisa        | - Secretariat Vice Chair  |
| 8. Mr. Christian John L. Capon     | - Secretariat Member      |
| 9. Mr. Aldrin M. Pajo              | - Secretariat Member      |
| 10. Miss Lady May P. Karaan        | - Secretariat Member      |
| 11. (Mrs.) Marife C. Rallos        | - Secretariat Member      |
| 12. Engr. Louenie T. Indanao       | - TWG Member              |
| 13. Engr. Jose C. Mariñas III      | - TWG Member              |
| 14. Mr. Joseph Laurente            | - CCO Engineering         |
| 15. Mr. Lhivy John Jaum            | - RC CAPA Engineering     |
| 16. Mr. Carl Bryan C. Teo          | - DBB Industrial Services |
| 17. Mr. Jayson B. Pasana           | - DBB Industrial Services |

Absent:

- |                                |                      |
|--------------------------------|----------------------|
| 1. Dr. John Ariel A. Lagura    | - Vice Chairperson   |
| 2. Dr. Beatriz E. Incog        | - Regular Member     |
| 3. Dr. Aimee T. Amistoso       | - Regular Member     |
| 4. Dr. Ma. Antonette P. Dugang | - Alternate Member   |
| 5. (Mrs.) Elaine C. Centino    | - Secretariat Member |
| 6. Engr. Junicel T. Mancha     | - TWG Member         |
| 7. Mr. Artemio B. Alo LIB, EnP | - TWG Member         |

**II. CALL TO ORDER**

The Bidding Conference was called to order by BAC Chairperson Mr. Ernesto Alas-as Jr. as the Presiding Officer at 09:00 o'clock in the morning. It started with a prayer by Dr. Aquilino Milar Jr. The Presiding Officer declared the meeting quorum after a roll call of



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44 the BAC members made by Angeli Faith V. Pascual, Secretariat  
45 Chair.

46  
47 The presences of the bidders, CCO Engineering represented by Mr.  
48 Joseph Laurente, RC CAPA Engineering represented by Mr. Lhivy  
49 John Jaum, and DDB Industrial Services represented by Mr. Carl  
50 Bryan Teo and Mr. Jayson Pasana, were also acknowledged by the  
51 Presiding Officer.

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53  
54 **III. READING AND APPROVAL OF THE PREVIOUS MINUTES**

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56 There was no reading of the previous minutes.

57  
58  
59 **IV. AGENDA OF THE MEETING**

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61 **A. MAIN AGENDA**

- 62 1. Upgrading/Modernization of Electrical System at Mansasa  
63 Elementary School

64  
65 After the Presiding Officer acknowledged again the presences of the  
66 bidders, he reiterated that once the project will commence, the  
67 contract duration will be for 90 days. He also emphasized that the  
68 bidder must be a licensed contractor of the Philippine Contractors  
69 Accreditation Board (PCAB) with Registration Particulars SP-EE  
70 (Electrical Work) minimum Category A. He also added that the  
71 bidding will be conducted through open competitive bidding  
72 procedure using the non-discretionary pass/fail criterion as  
73 specified in the 2016 IRR of RA 9184 or the Government  
74 Procurement Reform Act.

75  
76 After the preliminary remarks of the Presiding Officer, the bidding  
77 process then proceeded. The sealed envelopes of the bid documents  
78 were opened. The checking of the technical and financial  
79 components of the bid documents by the BAC Members was  
80 undertaken.

81  
82 The Presiding Officer directed to open the technical documents of  
83 the three (3) bidders. It was chronologically open based on the  
84 sequence of who dropped the bid documents first, as follows: CCO  
85 Engineering Construction & Supply, RC CAPA Engineering, and  
86 DBB Industrial Services.



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87  
88 The Presiding Officer organized a synchronized checking of the  
89 documents by reading the checklist of requirements, while the BAC  
90 Members inspected the documents and filled in the forms  
91 prepared.

92  
93 While checking the technical component documents of CCO  
94 Engineering Construction & Supply, it has been found that the  
95 submitted Annual Income Tax Return (BIR Form No. 1701) is  
96 blurred. Mr. Joseph Barrete suggested to ask from the bidder for a  
97 clearer copy, which was seconded by Dr. Aquilino Milar Jr.  
98 Exercising fairness and transparency, the Presiding Officer asked  
99 the representative of CCO Engineering Construction & Supply to  
100 provide immediately a clear copy of the above mentioned  
101 document, otherwise it will be declared absent or non-compliant.

102  
103 After checking the technical component documents of the three (3)  
104 bidders, the Presiding Officer directed to proceed with the checking  
105 of the financial component documents. However, it was not  
106 chronologically done the same with the technical component, since  
107 the clear copy of the Annual Income Tax Return (ITR) of CCO  
108 Engineering Construction & Supply was still pending.

109  
110 The financial document of RC CAPA Engineering was first checked,  
111 which was eligible and with the bid amount of Five million seven  
112 hundred forty eight thousand eight hundred eighty eight pesos &  
113 28/100 (Php 5,748,888.28). It was then followed with DBB  
114 Industrial Services, which was also declared eligible and with the  
115 bid amount of Five million one hundred fourteen thousand nine  
116 hundred seventy six pesos & 80/100 (Php 5,114,976.80).

117  
118 The representative of CCO Engineering Construction & Supply  
119 voiced out that he already received in his email from their office the  
120 scanned copy of the Annual ITR. BAC Secretariat Angeli Faith  
121 Pascual assisted in printing a hard copy of the required document.

122  
123 After presenting to the body and all other present in the bid  
124 opening the printed clear copy of the CCO Engineering's Annual  
125 ITR, the BAC acknowledged and considered the said document.  
126 The Presiding Officer then directed to open the financial component  
127 documents of the said bidder, which was then checked and found  
128 eligible, with the bid amount of Five million five hundred two



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129 thousand nine hundred fifty four pesos & 11/100 (Php  
130 5,502,954.11).

131  
132 The Presiding Officer then announced after checking all the  
133 documents that the bidders were eligible. He read again the bid  
134 amounts of all the bidders, with DBB Industrial Services as the  
135 lowest.

136  
137 **B. OTHER MATTERS**

138  
139 The Presiding Officer asked Engr. Louenie Indanao on how was the  
140 repair of the Department of Public Works & Highways (DPWH) in  
141 Mansasa Elementary School going. If in case the allotment shall be  
142 released, can the upgrading/modernization of the electrical system  
143 proceed immediately or will the bidder/contractor wait long for the  
144 repair to be done. Engr. Indanao updated that as per knowledge of  
145 DPWH's work, they will be done with the repair of the classrooms  
146 in Mansasa Elementary School by January 2024.

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148  
149 **V. ADJOURNMENT**

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151 Dr. Aquilino T. Milar Jr. moved to adjourn the meeting and it was  
152 seconded by Dr. Nenita J. Incog. The Conference was adjourned at  
153 11:10 A.M.

154  
155  
156 Prepared by:

Noted by:

157  
158   
159 **ANGELI FAITH V. PASCUAL**  
160 BAC Secretariat Chair  
161

  
**ERNESTO Q. ALAS-AS JR CESE**  
BAC Chairperson