



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**

Pre-Bidding Conference
November 14, 2024; 10:00 A.M.
Division Conference Hall
DepEd Tagbilaran City Division Office, Dampas, Tagbilaran City

I. ATTENDANCE

Present:

- | | |
|------------------------------------|---|
| 1. Dr. John Ariel A. Lagura | - Chairperson |
| 2. Dr. Janet T. Butalid | - Regular Member |
| 3. Dr. Nenita J. Incog | - Alternate Member |
| 4. Mr. Alberto A. Lacang | - Alternate Member |
| 5. Mr. Joseph C. Barrete | - Alternate Member |
| 6. Miss Angeli Faith V. Pascual | - Lead Secretariat |
| 7. Mr. Bernadito T. Taguisa | - Co-Lead Secretariat |
| 8. Engr. Louenie T. Indanao | - TWG Member |
| 9. Ms. Monena Ciño | - Observer / COA |
| 10. Ms. Kreisha Mae Calape | - Observer / COA |
| 11. Ms. Maria Christine C. Fudolig | - C. Jansen Construction
& General Merchandise |
| 12. Mr. Cristopher Omasas | - Dolci Construction |

Absent:

- | | |
|---|-----------------------|
| 1. Miss Maurine C. Castaño (on official business) | - Vice Chairperson |
| 2. Dr. Aquilino T. Milar Jr. (on official business) | - Regular Member |
| 3. Dr. Beatriz E. Incog (on official business) | - Regular Member |
| 4. Dr. Aimee T. Amistoso (on official business) | - Regular Member |
| 5. Dr. Ma. Antonette P. Dugang (on official business) | - Alternate
Member |
| 6. Atty. Tammy I. Relampagos | - TWG Member |
| 7. (Mrs.) Marianne P. Calipes | - Secretariat |
| 8. (Mrs.) Ivy Joy R. Barbante | - Secretariat |

II. CALL TO ORDER

The Conference was called to order by the BAC Chairperson Dr. John Ariel A. Lagura as the Presiding Officer at 10:00 in the



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43 morning. It started with a prayer by Mr. Joseph Barrete. The
44 Presiding Officer declared the meeting quorum after determining
45 that majority of the BAC Members was present after the roll call of
46 attendance by the BAC Lead Secretariat.

47
48 The presences of other guests were also acknowledged. There were
49 observers from the Commission on Audit (COA), Ms. Monena Ciño
50 and Ms. Kreshia Mae Calape, and the prospective bidders from C.
51 Jansen Construction & General Merchandise represented by Ms.
52 Maria Christine Fudolig, and Mr. Cristopher Omasas representing
53 Dolci Construction.

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55
56 **III. READING AND APPROVAL OF THE PREVIOUS MINUTES**

57
58 The Presiding Officer asked the Secretariat to read the minutes of
59 the previous meeting.

60
61 Dr. Lagura asked if there were corrections from the minutes of the
62 previous meeting. Engr. Indanao corrected that the other projects
63 with the Department of Public Works and Highways (DPWH)
64 referring to City East Elementary School is a new construction, not
65 a repair. As well as for the other school, which is San Isidro
66 National High School, not San Isidro Elementary School, it is not a
67 repair but a new construction also.

68
69 After no further objections and/or corrections, Dr. Nenita Incog
70 then moved to approve the minutes, and was seconded by Dr.
71 Janet Butalid.

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73
74 **IV. AGENDA OF THE MEETING**

75
76 **A. MAIN AGENDUM**

77 Proposed Repair of Classroom, Clean Up and Clearing
78 Operations, Construction of Three (3) Temporary Learning
79 Spaces (TLS) for Cogon National High School

80
81 The Pre-bidding Conference was called to order by the Presiding
82 Officer, after there were no matters arising from the minutes of the
83 previous meeting. Before proceeding with the discussion, Dr.
84 Lagura read the project title, with an Approved Budget Contract



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85 (ABC) of One million one hundred forty three thousand four
86 hundred fifty one pesos (Php 1,143,150.00), which said allotment
87 is from the Quick Response Fund (QRF) of the Regional Office.
88 Adding, the Presiding Officer said that the said project is in
89 response to the fire that had burned down some properties of
90 Cogon National High School last October 10, 2024. He then asked
91 Engr. Louenie Indanao to discuss the project to the prospective
92 bidders present.
93

94 Engr. Indanao reiterated the project title and ABC. She added that
95 there is already a Sub-Allotment Release Order (SARO) from the
96 Regional Office with funding from the QRF of Calendar Year (CY)
97 2024. She said that the project has a contract duration of thirty
98 (30) calendar days, and shall include the repair of three (3)
99 classrooms and construction of three (3) Temporary Learning
100 Spaces (TLS). The items of work for the repair of classrooms are:
101 plastering, doors, windows, partition of the Supply and Computer
102 rooms, and painting; while for the construction of TLS are:
103 earthworks, clearing, concreting, rebars, doors (2 per room), roofing
104 (with material using Coco lumber), whiteboard for each room,
105 electrical, and painting. Further the TLS shall consume an area of
106 8.4 meters by 7.2 meters (8.4m x 7.2m) each, but not included in
107 the allotment are the provision of chairs, ventilation/ceiling fans.
108

109 Mr. Lacang asked where the exact site for the construction of the
110 TLS will be, which was answered that it is the open lot in front of
111 and before going inside Cogon National High School which is facing
112 the road and the Cogon Shrine.
113

114 Engr. Indanao then showed to the prospective bidders the model of
115 the TLS printed in paper. One of the Observers, Ms. Ciño, noticed
116 the printed model and commented that it should be printed in at
117 least an A3 size of paper as required, which Engr. Indanao noted.
118

119 The Presiding Officer then asked the prospective bidders if they
120 have any concerns or clarifications on the proposed project. Ms.
121 Fudolig of C. Jansen Construction and General Merchandise asked
122 where exactly the location of the school is since she is not familiar
123 with it. Members of the BAC then answered and described the
124 address with landmarks nearby Cogon National High School. With
125 this topic at hand, it was then agreed to conduct a site inspection
126 with the prospective bidders, which Engr. Indanao scheduled on



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127 November 15, 2024 at 09:00 in the morning, and shall meet
128 directly in Cogon National High School.
129

130 Moreover, Ms. Ciño of COA said to remind the Principal of Cogon
131 National High School for them to submit to the Office of the
132 Commission on Audit the Request for Relief of Accountability
133 attached with the report from the Bureau of Fire Protection. Ms.
134 Pascual asked if there is a deadline for the submission of the said
135 document, which Ms. Ciño answered that it should supposedly be
136 submitted within thirty (30) days from the date of incident. It was
137 then noted.
138

139 **B. OTHER MATTERS**

140
141 Engr. Indanao informed the body of the suspension of the Early
142 Procurement Activities (EPA). It was identified that the project
143 implementer for the proposed repair of classrooms in Dao
144 Elementary School will be the DPWH, which shall be implemented
145 on 2025. While the proposed electrification project in Tagbilaran
146 City Central Elementary School still awaits for the Joint
147 Memorandum Circular from National Electrification Administration
148 (NEA), DPWH, and DepEd, then only shall the implementer be
149 identified, which Engr. Indanao presumed that it will still likely be
150 the DPWH.
151

152 Dr. Janet Butalid asked Engr. Indanao about the update on the
153 proposed construction of a Community Learning Center (CLC) for
154 Alternative Learning System (ALS) in Barangay Tiptip, which has
155 an estimated budget cost of Fourteen million pesos (14M). Engr.
156 Indanao answered that there is already a plan for it, but is still
157 waiting for budget allocation and what agency will do the
158 implementation, between DepEd and DPWH. The update will still
159 be known on 2025. Engr. Indanao added that the proposed
160 construction will be two-storey and will be more like a Gabaldon
161 building design, which will be situated at the back of Tiptip
162 Elementary School. Dr. Lagura added that when built, it will be the
163 first CLC in the Province or probably in the Region as well, which
164 shall become the model CLC.
165

166 Before the adjournment, the Presiding Officer asked the Secretariat
167 to review the schedule of activities for the prospective bidders and
168 observers to be guided. It was read that the receipt of the bidding



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169 documents will be until November 25, 2024 at 08:59 in the
170 morning, then the opening of bids and evaluation of the said
171 documents will immediately follow at 09:00. Dr. Lagura reminded
172 the BAC Members that since it will be the start of the In-Service
173 Training (INSET), they are not to accept any speaking
174 engagement/s in the morning so to give time for the opening of
175 bids.
176

177
178 **V. ADJOURNMENT**

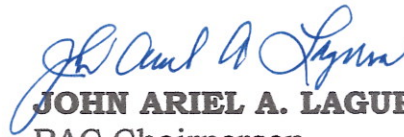
179
180 Mr. Alberto Lacang moved to adjourn the meeting and it was
181 seconded by Dr. Nenita Incog. The conference was adjourned at
182 10:34 a.m.
183

184
185 Prepared by:

Noted by:

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187 

188
189 **ANGELI FAITH V. PASCUAL**
190 BAC Lead Secretariat



JOHN ARIEL A. LAGURA PhD
BAC Chairperson