



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

August 22, 2025, 09:00 A.M.

Division Conference Office

DepEd Tagbilaran City Division Office, Dampas, Tagbilaran City

I. ATTENDANCE

Present:

- | | |
|---------------------------------|-----------------------|
| 1. Dr. John Ariel A. Lagura | - Chairperson |
| 2. Mr. Joseph C. Barrete | - Alternate Member |
| 3. Dr. Ma. Antonette P. Dugang | - Alternate Member |
| 4. Mr. Alberto A. Lacang | - Alternate Member |
| 5. Dr. Nenita J. Incog | - Alternate Member |
| 6. Miss Angeli Faith V. Pascual | - Lead Secretariat |
| 7. Mr. Bernadito T. Taguisa | - Co-Lead Secretariat |
| 8. (Mrs.) Elaine C. Centino | - Secretariat Member |
| 9. (Mrs.) Ivy Joy R. Barbante | - Secretariat Member |
| 10. Dr. Lev V. Nadela | - TWG Member |
| 11. Miss Lucille Ann Z. Errojo | - Medicare Plus, Inc. |
| 12. Dr. Nestor I. Camarinta II | - Medicare Plus, Inc. |

Absent:

- | | |
|---|----------------------|
| 1. Dr. Aquilino T. Milar Jr. (on leave) | - Regular Member |
| 2. Miss Maurine C. Castaño (on official travel) | - Vice Chairperson |
| 3. Dr. Janet T. Butalid (on official travel) | - Regular Member |
| 4. Dr. Beatriz E. Incog (on official travel) | - Regular Member |
| 5. Dr. Aimee T. Amistoso (on official travel) | - Regular Member |
| 6. (Mrs.) Marianne P. Calipes | - Secretariat Member |

II. CALL TO ORDER

The Bidding Conference was called to order by BAC Chairperson Dr. John Ariel Lagura as the Presiding Officer at 09:00 o'clock in the morning. It started with a prayer by Mr. Alberto Lacang. The Presiding Officer declared the meeting quorum after a roll call of the BAC members made by Mrs. Ivy Joy Barbante, Secretariat.

The presence of the lone bidder from Medicare Plus, Inc. represented by Miss Lucille Ann Errojo and Dr. Nestor Camarinta II was also acknowledged.





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III. READING AND APPROVAL OF THE PREVIOUS MINUTES

Mr. Alberto Lacang moved to dispense the reading of the previous minutes, and was seconded by Dr. Nenita Incog.

IV. AGENDA OF THE MEETING

A. MAIN AGENDUM

1. Opening of Bids for the Procurement of Health Maintenance Organization (HMO) Product for the Division of City Schools – Tagbilaran City Teaching and Non-Teaching Personnel

After the Presiding Officer acknowledged that there was only a lone bidder, Dr. Lagura asked the Secretariat to state the agenda of the meeting. Miss Pascual then introduced that the meeting is set for the bid opening of the Health Maintenance Organization (HMO) Product for the Division of City Schools – Tagbilaran City Teaching and Non-Teaching Personnel with an Approved Budget Contract (ABC) of Seven million five hundred eighteen thousand pesos & 00/100 (Php 7,518,000.00) to cover one thousand seventy four (1,074) Division employees. Then, the bidding process proceeded.

The sealed envelopes of the bid documents were opened. The checking of the technical, legal, and financial aspects of the bid documents by the BAC Members was undertaken. The Presiding Officer directed to open and check first the technical documents. Then, the financial documents were opened and checked next. The bid amount of the bidder per financial documents submitted was the same as the ABC, which is Seven million five hundred eighteen thousand pesos & 00/100 (Php 7,518,000.00), since this was the total amount computed by multiplying the number of Division Teaching and Non-Teaching Personnel (1,074) to the allowable Seven thousand pesos (Php 7,000.00) medical allowance per employee.

However, upon checking the documents of the submitted bid, it has been found that the bidder, Medicare Plus, Inc., failed to provide the complete documents as required in the bid document. The technical documents that were not submitted and/or complied are: (1) Certificate of Satisfactory Performance from any contracted





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87 government agencies or private entities, (2) Original Notarized
 88 Secretary’s Certificate in case of corporation giving full power and
 89 authority to its officer to sign the Omnibus Sworn Statement (OSS)
 90 and do acts to represent the bidder, and (3) Certification of good
 91 Standing from Philippine Insurance Commission. Medicare Plus,
 92 Inc. also failed to submit under the financial documents the
 93 Computation of Net Financial Contracting Capacity (NFCC).
 94

95 Because of this failure to meet the mandatory requirements,
 96 Medicare Plus, Inc. has been declared ineligible, and hence does
 97 not have the necessary technical and financial capabilities to
 98 further undertake a contract.
 99

100 Further detailed evaluation of the submitted bid shall be done
 101 during the post-qualification scheduled on August 26, 2025. After
 102 which, a resolution shall be made to resolve issues of this bidding.
 103

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 105 **V. ADJOURNMENT**
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107 Mr. Joseph Barrete moved to adjourn the meeting and it was
 108 seconded by Mr. Alberto Lacang. The Conference was adjourned at
 109 11:05 a.m.
 110

111
 112 Prepared by:

Noted by:

113
 114 *AFE*

115 *John Ariel A. Lagura*

116 **ANGELI FAITH V. PASCUAL**
 117 BAC Lead Secretariat

JOHN ARIEL A. LAGURA PhD
 BAC Chairperson

