



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 Schools Division of Cebu City

BIDS AND AWARDS COMMITTEE (BAC)
MINUTES OF THE PRE-BIDDING CONFERENCE

November 6, 2023 3:00 PM
 4th Floor, DepEd Cebu City Conference Hall

I. ATTENDANCE

Present:

- | | | |
|-------------------------------|---|----------------------------|
| 1. Mr. Adolf P. Aguilar | - | BAC Chair |
| 2. Dr. Allan S. Pancho | - | BAC Vice-Chair |
| 3. Dr. Lyra L. Illaga | - | BAC Member |
| 4. Dr. Raylene Manawatao | - | BAC Member |
| 5. Dr. Jeanne Egger | - | BAC Member |
| 6. Mrs. Celestina Gohetia | - | BAC Member |
| 7. Atty. Vilpa P. Villabas | - | BAC Member |
| 8. Mr. John Paul D. Lesondato | - | BAC Secretariat Chair |
| 9. Mrs. Daryl Triumfo Ybanez | - | BAC Secretariat Member |
| 10. Mr. Efren Sarroca | - | BAC Secretariat Member |
| 11. Mr. Rexson B. Antenero | - | SECC Computer |
| 12. Mr. Darwin J. Mondares | - | ENJCorp Asia Inc |
| 13. Mr. Jumar Gatan | - | Avid Sales Corporation |
| 14. Mr. Aldith Deniega | - | Photopro Trading |
| 15. Mrs. Jienoren Jaravilla | - | ARIK General Merchandising |
| 16. Mrs. Wilma Sauro | - | G-Watch |

II. CALL TO ORDER

Mr. Adolf P. Aguilar, BAC Chair called to order the pre-bidding conference at 3:00 P.M. After Mrs. Daryl Ybanez acknowledged the BAC members present, the BAC chair declared quorum. BAC Chair instructed the secretariat to certify that communication was sent to observers: Commission on Audit, CSO Cebu Chamber of Commerce and G-Watch. Mr. Efren Sarroca confirmed that invitations were sent last October 31, 2023. The prospective bidders were also recognized by BAC secretariat member Ybanez and were welcomed by BAC Chair Aguilar.

III. INVITATION TO BID

The invitation to bid for the project were presented as follows as follows:

Project Description	ABC (Php)
Supply and Delivery of A4 bond papers for the Reproduction of Modules for SY 2023-2024	PhP 2,000,000.00



New Imus Ave., Barangay Day-as, Cebu City
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43 BAC Vice Chair Pancho discussed the checklist of requirements for bidders were discussed as follows:

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- 45 • Eligibility and Technical Requirements (Envelope 1)
- 46 • Financial documents (Envelope 2)

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48 Vice-BAC Chair Pancho emphasized that the Original Notarized Secretary's certificate or Original
49 Special Power of Attorney (SPA) must be attached to the Omnibus Sworn Statement (OSS) as
50 applicable.

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52 Vice-BAC Chair Pancho also emphasized that the written authority must also be attached to the Bid
53 form as required. It can be in the form of the Original Notarized Secretary's Certificate or Original
54 Special Power of Attorney (SPA) as applicable.

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56 The BAC chair added that for joint venture agreements (JVA), each partner of the JVA shall submit
57 PhilGEPS Certificates of Registration in accordance with Section 8.5.2 of the IRR of RA 9184. The
58 submission of technical and financial eligibility documents by any of the joint venture partners
59 constitutes compliance: provided, that the partner responsible to submit the NFCC shall likewise
60 submit the Statement of all of its ongoing contracts and Audited Financial Statements.

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62 After the discussion, the BAC chairperson opened the floor for bidder's questions.
63 No questions were raised by the bidders.

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65 **IV ADJOURNMENT**

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67 As there are no other questions nor items for discussion, Dr. Allan Pancho moved to adjourn the
68 conference duly seconded by Mrs. Celestina Gohetia. The pre-bidding conference was adjourned at
69 3:35 PM.

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71 Prepared by:

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74 
JOHN PAUL D. LESONDATO

75 BAC Secretariat Chair

Noted by:



ADOLF P. AGUILAN

BAC Chairperson



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