



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 - PB-2024-02

March 20, 2024 10:00 AM
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. Jeanne Egger	-	BAC Member
5. Mrs. Celestina Gohetia	-	BAC Member
6. Mr. John Paul D. Lesondato	-	BAC Secretariat Chair
7. Mrs. Daryll Triumfo Ybanez	-	BAC Secretariat Member
8. Mrs. Joellyn Morata	-	BAC Secretariat Member
9. Mr. Efren Sarroca Jr.	-	BAC Secretariat Member
10. Mrs. Rosilin Argoncillo	-	Division Supply Officer
11. Mr. Ruee Rada	-	BAC TWG Goods
12. Mr. Jorge Marcial	-	Bidder, Mameldz Trading
13. Ms. Chriselyn Mondejar	-	Bidder, CMGN Solutions Inc.
14. Mr. Michael Dabon	-	Bidder, JCE Marketing
15. Ms. Regina Tuñacao	-	Bidder, JCE Marketing
16. Ms. Firlyn Lipogpog	-	Bidder, MJPM Marketing

II. CALL TO ORDER

Mr. Adolf P. Aguilar, BAC Chair called to order the pre-bidding conference at 10:03 A.M. After Mrs. Daryll Ybañez 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 March 05, 2024. The prospective bidders were also recognized by BAC secretariat member Ybañez and were welcomed by the BAC Chair

III. INVITATION TO BID

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

Project Description	ABC (Php)
(Rebidding) Supply and Delivery of Janitorial Supplies for Schools in the Division of Cebu City	PhP 825,890.00



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

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

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

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

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


After the discussion, the BAC chairperson opened the floor for bidder's questions.

Bidders' Issues and Concern	Bidder	BAC/End User Response
Schedule of Requirements & Technical Specifications Items #22 #23 #24 - Can any color be an option	Mrs. Chriselyn Mondejar	Bid Bulletin to be issued

IV. ADJOURNMENT

As there are no other questions nor items for discussion, Dr. Allan S. Pancho Jr. moved to adjourn the conference duly seconded by Dr. Lyra L. Illaga. The pre-bidding conference was adjourned at 10:25 AM.

Prepared by:


JOHN PAUL D. LESONDATO
BAC Secretariat Chairman

Noted by:


ADOLF P. AGUILAR
BAC Chairperson



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