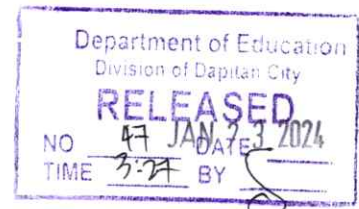




Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY



Office of the Schools Division Superintendent

23 January 2024

MEMORANDUM

No. 47, s. 2024

RECONSTITUTION OF THE COMPOSITION OF THE BIDS AND AWARDS COMMITTEE, BAC SECRETARIAT, AND BAC TECHNICAL WORKING GROUP OF THE SCHOOLS DIVISION OF DAPITAN CITY

To: Assistant Schools Division Superintendent
Chief Education Supervisors (SGOD& CID)
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
This Division

1. Pursuant to the provisions of Section 11 of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act and its Implementing Rules and Regulations, the Bids and Awards Committee (BAC) for Infrastructure, Consulting Services and Goods and its BAC Secretariat is hereby reconstituted as follows:

Chair: Aurelio A. Santisas, CESE
OIC-Assistant Schools Division Superintendent

Vice Chair: Dr. Esmeralda A. Bagaipo
Education Program Supervisor

Members: Germanico C. Malacat Education Program Supervisor
Ma. Perga A. Cadiente Education Program Supervisor

Lindo O. Adasa, Jr. Education Program Supervisor
Dr. Luna Luz B. Racho Education Program Supervisor

Florence S. Gallemit
Education Program Supervisor

Alternate Member: Ann J. Agda
Education Program Supervisor

Provisional Member: Representative from the End-User Unit

2. The Committee members shall undertake the procurement process strictly in accordance with the rules, regulations and guidelines applicable thereto.

3. The Regular Members of the BAC shall have a fixed term of one (1) year reckoned from the date of appointment, renewable at the discretion of the Head of the Procuring Entity. In case of registration, retirement, separation, transfer, reassignment, removal of death, the replacement shall serve only for the duration of the unexpired term.



Sunset Boulevard, Dawo, 7101 Dapitan City

(065) 917-5113

dapitancity@deped.gov.ph

www.depeddapitancity.net

fb.com/DepEdDapitanCity





Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

4. The BAC shall be assisted by the following members of BAC Secretariat, the Technical Working Group (TWG) and support unit from the Administrative Unit which shall perform functions as may be directed, to wit:

BAC Secretariat

Head	Vicente Ramon V. Suarez II <i>Education Program Specialist II</i>	
Asst. Head	Johann Andrei A. Ladera <i>Education Program Specialist II</i>	
Members	Arni G. Jauculan <i>Administrative Assistant III</i>	Kathleen Claire B. Napigkit <i>Administrative Aide VI</i>
	Miguel S. Jatico <i>Administrative Aide I</i>	Danilo M. Santiago <i>PDO I</i>

Technical Working Group (TWG)

I. Civil Works/ Infrastructure Projects

Chair	Dr. Nueva A. Andag <i>Education Program Supervisor</i>
Co-Chair	Engr. Anjie C. Rabe <i>DepEd Engineer (COS)</i>
Member	Roland Andres S. Fuentes <i>Administrative Aide I</i>

II. Goods and Services

Chair	Jonathan D. Reluya <i>PDO II</i>
Co-Chair	Dr. Michelle B. Torres <i>SEPS</i>
Members	Dr. Jephone P. Yorong <i>EPS</i>

The TWGs shall have the following responsibilities:

1. Review specifications of goods submitted for procurement and provide more appropriate specifications of items, if needed;
2. Assist the BAC in the preparation of the bidding documents, ensuring that the same properly reflects the requirements of the Procuring Entity and that these conform to the standards set forth by R.A. 9184, its IRR-A and the PBDs prescribed by the GPPB;



Sunset Boulevard, Dawo, 7101 Dapitan City

(065) 917-5113

www.depeddapitanity.net

dapitancity@deped.gov.ph

fb.com/DepEdDapitanCity





Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

3. Assist the BAC in the conduct of eligibility screening of prospective bidders, and in the shortlisting of prospective bidders in case of biddings for consulting services;
4. Assist the BAC in the evaluation of bids and prepare the accompanying reports for the BAC's consideration and approval;
5. Assist the BAC in the conduct of post-qualification activities and prepare the post-qualification summary report for the BAC's approval;
6. Assist the BAC and BAC Secretariat in preparing the resolution recommending award, with regard to the technical aspect, if necessary:
7. Provide utmost priority to BAC assignments over all other duties and responsibilities, until the requirements for the procurement at hand are completed (Jury Duty); and
8. Others that may be assigned from time to time relative to the procurement processes.

This Order supersedes the memorandum and other pertinent issuances previously issued and shall take effect immediately.

DANNY B. CORDOVA, EdD, CESO VI
Schools Division Superintendent

OSDS-ADMS-Memo-2024-008



Sunset Boulevard, Dawo, 7101 Dapitan City

(065) 917-5113

dapitancity@deped.gov.ph

www.depeddapitancity.net

fb.com/DepEdDapitanCity

