



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 Schools Division of Negros Oriental

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BIDS AND AWARDS COMMITTEE (BAC)
MINUTES OF THE MEETING
PRE-BID CONFERENCE
2:10 PM; July 21, 2021
3rd floor Conference Room, DepEd Negros Oriental

I. ATTENDANCE

Present:

Face-to-Face

- | | |
|------------------------------------|-------------------------|
| 1. Dr. Joelyza M. Arcilla | Chairperson |
| 2. Dr. Emma S. Mate | Regular Member |
| 3. Dr. Dan P. Alar | Regular Member |
| 4. Dr. Carmelita A. Alcalá | Regular Member |
| 5. Mr. Allan Tabio | TWG Member |
| 6. Ms. Karla P. Antonio | Secretariat Chairperson |
| 7. Dr. Ruby Jean EM Bidaure | Secretariat Member |
| 8. Mr. Marx Lee Badon | Secretariat Member |
| 9. Mr. Jesse John Pagasian | Secretariat Member |
| 10. Ms. Ma. Irene Cecilia Elemia | Secretariat Member |
| 11. Ms. Ivone Marie M. Villafranca | Secretariat Member |
| 12. Mr. Andrie P. Amor | Secretariat Member |
| 13. | |

Virtual:

- | | |
|--------------------------|------------------------------------|
| 14. Ms. Dae P. Habalo | Regular Member |
| 15. Mr. Eddie Vic Laroza | Representative, Distinctive Blinds |
| 16. Mr. Manuel Salonga | Representative, Distinctive Blinds |

II. CALL TO ORDER

The meeting started with a prayer and a nationalistic song played through an audio-visual presentation.

BAC Secretariat Member, Mr. Jesse John Pagasian called the roll of the present members and bidders as well as the virtual attendees.

A quorum was declared.

The meeting was called to order by Dr. Joelyza M. Arcilla, Chairperson of the Bids and Awards Committee (BAC), and presiding officer at 2:10 PM.

III. PRE-BID CONFERENCE

BAC Chairperson Dr. Joelyza M. Arcilla announced to the body that there were no present prospective bidders, however, the pre bid conference must proceed. The BAC Chairperson requested BAC Member Dr. Carmelita A. Alcalá to read the Invitation to Bid and Technical Specifications.

BAC Member, Dr. Carmelita A. Alcalá read the Invitation to Bid and the Technical Specification of the Provision of Self-Learning Modules (SLMs) Quarter 4 SY 2021.

54 Dr. Carmelita A. Alcalá further announced to the body that the Opening of Bids is
55 scheduled on August 3, 2021 at 9:00 AM at Deped Library Hub 2nd Floor.

56
57 BAC Chairperson Dr. Joelyza M. Arcilla asked the bidders if there were questions and
58 clarification on the procurement specifications.

59
60 BAC Chairperson Dr. Joelyza M. Arcilla was notified by BAC Secretariat Member Ms.
61 Irene Cecilia Elemia that there were two (2) representatives who joined the virtual room
62 of the pre-bid conference. The representatives were from Distinctive Blinds, namely: Mr.
63 Eddie Vic Laroza and Mr. Manuel Salonga.

64
65 The Representative from Distinctive Blinds, Mr. Eddie Vic Laroza asked if the winning
66 bidder will be the one to deliver the items to the district offices.

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68 BAC Chairperson Dr. Joelyza M. Arcilla said that the winning bidder will be responsible
69 for the delivery.

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71 Mr. Eddie Vic Laroza further asked how they can purchase the Bid Docs, where to get
72 and how to pay.

73
74 BAC Chairperson Dr. Joelyza M. Arcilla said it is possible to download the Bid Docs and
75 pay for it through the bank.

76
77 **IV. ADJOURNMENT**

78
79 There having no other matters and concerns BAC Member Dr. Dan P. Alar moved to
80 adjourn the meeting and it was seconded by BAC Member Dr. Emma S. Mate.

81
82 The meeting ended at 2:40 PM.

83
84 Prepared by: 
85
86 **IVONE MARIE M. VILAFRANCA**
87 BAC Secretariat Member

88
89 Attested by:
90
91 
92 **KARLA P. ANTONIO**
93 BAC Secretariat Chairperson

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95
96 Noted:
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98 
99 **JOELYZA M. ARCILLA EdD**
100 BAC Chairperson

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