



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 22, 2021**  
**3<sup>rd</sup> floor Conference Room, DepEd Negros Oriental**

**I. ATTENDANCE**

Present:

Face-to-Face

- |                                   |                           |
|-----------------------------------|---------------------------|
| 1. Dr. Joelyza M. Arcilla         | Chairperson               |
| 2. Dr. Rachel B. Picardal         | Vice – Chairperson        |
| 3. Dr. Emma S. Mate               | Regular Member            |
| 4. Dr. Antonio B. Baguio Jr.      | Regular Member            |
| 5. Dr. Carmelita A. Alcalá        | Regular Member            |
| 6. Mr. Jesse John Pagasian        | Secretariat Member        |
| 7. Ms. Ma. Irene Cecilia Elemia   | Secretariat Member        |
| 8. Ms. Ivone Marie M. Villafranca | Secretariat Member        |
| 9. Mr. Nodelo Sesante             | Representative, Algorithm |

Virtual:

- |                              |                         |
|------------------------------|-------------------------|
| 10. Ms. Dae P. Habalo        | Regular Member          |
| 11. Mrs. Karla P. Antonio    | Secretariat Chairperson |
| 12. Dr. Ruby Jean EM Bidaure | Secretariat Member      |
| 13. Mr. Andrie P. Amor       | Secretariat Member      |

**II. CALL TO ORDER**

The meeting started with a prayer led by BAC Member, Dr. Emma S. Mate.

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

A quorum was established.

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

**III. PRE-BID CONFERENCE**

BAC Vice-Chairperson, Dr. Rachel B. Picardal read the Invitation to Bid and the Technical Specification of the Implementation of BE-LCP, Provision of Learning Resources Procurement of 582 units 3.1 General Portable Hard Drive (1TB).

The BAC Vice-Chairperson, Dr. Rachel B. Picardal further announced to the body that the Opening of Bids is scheduled on August 4, 2021 at 9:00 AM at the Deped Library Hub 2<sup>nd</sup> Floor.

BAC Chairperson Dr. Joelyza M. Arcilla asked the bidders if there were questions and clarifications regarding the procurement specifications.

The representative from Mesam Trading asked if it is possible to provide different brands for the Hard Drive but the same specification.

55 BAC TWG for ICT, Mrs. Remylin V. Gao-gao said that it is possible to provide different  
56 brands but should be the same specification from the bid docs, which is 3.1.

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58 BAC Chairperson Dr. Joelyza M. Arcilla further said that it will be accepted as long as  
59 the specification is the same.

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61 The Representative from Algorithm, Mr. Nodelo Sesante made a clarification if the  
62 specification is 3.0 or 3.1.

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64 BAC Vice-Chairperson Dr. Rachel B. Picardal said that in the specification it is stated  
65 in the bid docs was 3.1 and not 3.0. She further reminded the prospective bidders to  
66 carefully check the documents and follow the items in the checklist to avoid  
67 disqualification.

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69 The Representative from Algorithm, Mr. Nodelo Sesante asked if how much is the  
70 percentage of the single largest completed contract.

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72 BAC Vice-Chairperson Dr. Rachel B. Picardal said it should be 25% of the ABC.

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74 BAC TWG Member, Dr. Regina Empeso reminded the bidder about the portable hard  
75 drive that the USB Cord should be compatible for the 3.1 USB Connector.

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77 **IV. ADJOURNMENT**

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79 There having no other matters and concerns, BAC Member Dr. Antonio B. Baguio Jr.  
80 moved to adjourn the meeting and was seconded by BAC Vice-Chairperson Dr. Rachel  
81 B. Picardal.

82  
83 The meeting was adjourned at 2:45 PM.

84  
85 Prepared by:

86   
87 **IVONE MARIE M. VILAFRANCA**  
88 BAC Secretariat Member

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90 Attested by:

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93 **KARLA P. ANTONIO**  
94 BAC Secretariat Chairperson

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97 Noted:

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100 **JOELYZA M. ARCILLA EdD**  
101 BAC Chairperson

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