



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

January 30, 2024

DIVISION MEMORANDUM

No. 32, s. 2024

RECONSTITUTING THE DIVISION BIDS AND AWARDS COMMITTEE (BAC), BAC SECRETARIAT AND INSPECTORATE TEAM FOR THE PROCUREMENT OF GOODS AND SERVICES AND INFRASTRUCTURE PROJECTS

TO : Asst. Schools Division Superintendent
Chief Education Supervisors
CID and SGOD Supervisors and Personnel
OSDS Unit Heads and Personnel
All School Heads
All others concerned

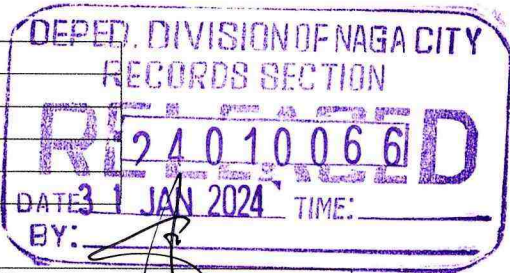
1. Pursuant to the 2016 REVISED IMPLEMENTING RULES AND REGULATIONS Rule 5, Section 11, which implements RA 9184 otherwise known as “The Government Procurement Reform Act,” the following personnel are hereby designated as members of the Bids and Awards Committee (BAC), BAC Secretariat and Inspectorate Team for the procurement of Goods and Services and Infrastructure Projects of this Division, effective February 1, 2024, to wit:

BAC MEMBERS

BAC Chairman	Mr. Fernando C. Macaraig
Vice-Chairman	Mr. Benedik Warren R. Ubante
Members	Atty. Darcy Bertulfo E. De Lima
	Ms. Joretze S. Carandang
	Ms. Edna S. Porteria

BAC SECRETARIAT

Chairperson	Ms. Mary Ann B. Rosauro
Members	Ms. Salvacion T. Verona
	Ms. Melanie D. Meliton
	Mr. Dan Luchin A. Brofas
	Mr. Dennis P. Rodriguez



INSPECTORATE TEAM

(PROCUREMENT OF GOODS AND SERVICES)	
Team Leader	Mr. Jarne D. Taumatorgo
Regular Members	Ms. Melita L. Canton
	Ms. Lerma M. Gonzales
Provisional Members	Dr. Joanne G. Sebastian (Food and Medicines, Dental Tool)
	Mr. Orencio M. Chavez (Sports related Goods and Equipment)
	Mr. Cesar T. Arriola (Learning Materials, Supplementary Learning Resources, Printing Projects and LTE for TVL and SME)
	Mr. Herman E. Bobis (Furniture and related Goods)
	Mr. Michael Noe B. Dizon (DCP Packages, IT related Goods)
	Mr. Jobert P. Narvadez (Food and Venues)
	Mr. Allan L. Leonem (Service Vehicle)
	Mr. John Christian A. Acuido (Security, Janitorial and other General Services)

(PROCUREMENT OF INFRASTRUCTURE PROJECTS)	
Team Leader	Mr. Michael A. Del Rosario
Regular Members	Engr. Junmar Rey B. Aguilar
	Engr. Marie Christine C. Ignacio





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	Mr. Elvin B. Monroy
	Mr. Mark Anthony Pastoral
Provisional Members	Public Schools District Supervisors of recipient school

2. As part of the function of the BAC, it may create a Technical Working Group (TWG) as needed, TWG members are designated depending upon the needed expertise in procurement projects. They assist in the following:

- Review of the Technical Specifications, Scope of Work, and Terms of Reference;
- Review of Bidding Documents;
- Shortlisting of Consultants;
- Eligibility Screening;
- Evaluation of Bids;
- Post-Qualification; and
- Resolution of Request for Reconsideration.

3. The Division Inspectorate Team (DIT) shall be responsible for the inspection of goods and services delivered and infrastructure projects implemented by the Division Office. As provided in DepEd Order No. 5, s. 2010, the General Functions of the Inspectorate Team are as follows:

- Conducts pre-delivery inspection prior to delivery to determine compliance with the technical specification.
- Inspects the delivered goods in accordance with the perfected purchase order/contracts.
- Signs the Inspection and Acceptance Report (IAR) form and recommends payment/non-payment of the supplier/contractor.
- Conducts post-delivery inspection prior to the issuance of Certificate of Final Acceptance.
- Monitors the rectification of defective deliveries.

4. Designation of the above-named personnel shall last for one (1) year, unless sooner replaced or extended by the Schools Division Superintendent. Prior designations of the Division BAC, BAC Secretariat, and Inspectorate Team are therefore deemed rescinded.

5. To ensure efficiency, accountability and transparency in the procurement process, the BAC Members, Secretariat, Technical Working Group and Inspectorate Team are encouraged to familiarize themselves with their responsibilities and functions, particularly those under Rule V of RA 9184 and its Implementing Rules and Regulations.

6. Teams that need to travel in the performance of their tasks must use the service car of The Schools Division Office, if available, or take any available public transportation. In no case should they take rides with the contractors/suppliers to avoid projecting a negative image to the public. Neither should any member receives/takes accommodation and other services from them.

7. For information and compliance.

SUSAN S. COLLANO CESO V
Schools Division Superintendent

24010066
31 JAN 2024

References:

DepEd Order No. 5, s. 2010

DepEd Order No. 27, s. 2020

THE 2016 REVISED IMPLEMENTING RULES AND REGULATIONS OF REPUBLIC ACT NO. 9184 (Updated as of 11 January 2023)



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