



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas

## SCHOOLS DIVISION OF NEGROS ORIENTAL

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### Minutes of the Pre-Bid Conference

Procurement of Provision of Materials for the  
YFD Planning and Nation of Heroes  
“Pambansang Inspirasyon”

**Date:** December 2, 2019 (Monday), 10:00 AM

**Venue:** Legal Unit Conference Room DepEd, Division of Negros Oriental, Dumaguete City

**Prayer:** Esterlina Paragoso, BAC Member

**Roll Call:** Dauzeen Luzmarie M. Mercado, BAC Secretariat Member

**Present:** (See attached Attendance Sheet)

#### I. Preliminaries

The Vice-Chairperson of the Bids and Awards Committee, Dr. Rachel Picardal, declared a quorum and called the meeting into order.

#### II. Business Matters

Discussion on the importance of Pre Bid Conference

The BAC Vice- Chairperson, Dr. Rachel B. Picardal would have wanted to discuss on the importance of the Pre bid Conference however, no bidder came to attend the Pre-Bid Conference.

She then referred the Bidding Documents to ASDS Adolf Aguilar for validation. When ASDS Aguilar checked the bidding documents, he noticed that the title of the activity indicated is incorrect. The bid documents title should have been Procurement of Provision of Materials for the Activities of the 12<sup>th</sup> ASEAN School Games Organizing Committee instead of Procurement of Provision of Materials for the YFD Planning and Nation of Heroes “Pambansang Inspirasyon”. The body then decided that a BAC Resolution should be made correcting the title, and should be posted in the DepEd website. In addition to that, BAC Vice-Chairperson Picardal informed everyone that the schedule for the opening of bids for this particular activity is on December 16, 2019. Lastly, it was emphasized by the BAC Vice-Chairperson as suggested by ASDS Aguilar that the bidder must deliver the complete materials needed on December 26, 2019.

#### III. Issues/Concerns/Queries

- The BAC Chairperson asked if there were clarifications or questions from the body.
- There being none, BAC Member, Esterlina B. Paragoso moved to adjourn the meeting which was seconded by BAC Member Carmelita A. Alcalá.



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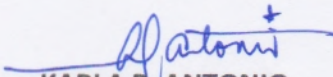
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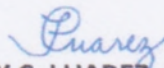
**IV. Adjournment**

The Pre-Bid Conference was adjourned at 11:00 AM.

**Prepared by:**

  
**KARLA P. ANTONIO**  
Head, BAC Secretariat  
EPS II

**Certified True and Correct:**

  
**FAY C. LUAREZ, Ed.D., Ph.D. TM**  
Chair, Bids and Awards Committee  
OIC-ASDS



## ATTENDANCE SHEET

Procurement of Provision of Training Materials for the YFD  
Planning and Nation of Heroes "Pambansang Inspirasyon"  
December 2, 2019

Name	Contact Number	Company Name	E-mail add	Signature
ERNIM MAE C. TINASTARAN	225-0887	CEP	new-or-ner@ceped.com	<i>[Signature]</i>
CARMELITA A. ALCALA	09162393209	DepEd	balingling-alcala@qatar.com	<i>[Signature]</i>
Dae P. Habalo	09271340722	DepEd	dae.habalod@deped.gov.ph	<i>[Signature]</i>
Anabel Herrera		DO		<i>[Signature]</i>
Henry Palakari		DO		<i>[Signature]</i>
Marx Lee T. Baston		D.O.		<i>[Signature]</i>
Daniel Mercado		D.O.		<i>[Signature]</i>
Rafael B. Pignora		D.O.		<i>[Signature]</i>
Estefina B. Paragon		D.O.		<i>[Signature]</i>
KARLA P ANTONIO		SGOD		<i>[Signature]</i>