



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF BONGABONG
OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER
(No. 1 Series of 2021)

AN EXECUTIVE ORDER RECONSTITUTING THE BIDS AND AWARDS COMMITTEE (BAC) AND THE BAC SECRETARIAT OF THE LOCAL GOVERNMENT UNIT OF THE MUNICIPALITY OF BONGABONG

WHEREAS, Republic Act No. 9184, An Act providing for the modernization, standardization and regulation of the procurement activities of the government and for other purposes; otherwise known as the Government Procurement Reform Act, and its Implementing Rules and Regulations – A (IRR-A), which requires the Local Government Units (LGUs) to create a Bids and Awards Committee (BAC) in line with the policy of the state to promote the ideals of good governance in all its branches, departments, agencies, subdivisions and instrumentalities, including government-owned and controlled corporation and Local Government Units(LGUs);

WHEREAS, the creation of the BAC Secretariat is likewise mandated by RA 9184 which will serve as the main support unit of the BAC;

WHEREAS, the members of the BAC shall have a fixed term of one (1) year from the date of appointment unless sooner revoked or otherwise discontinued for causes provided under RA 9184 and its IRR-A;

WHEREAS, the BAC is mandated to give utmost priority to BAC assignments over all duties and responsibilities and shall be guided in all its actions by the provisions of RA 9184 and its IRR-A;

WHEREAS, the BAC may create a Technical Working Group (TWG) from a pool of technical, financial and/or legal experts to assist in the procurement process. In creating the TWG, the BAC shall consider the expertise required based on the nature of procurement;

NOW, THEREFORE, I, ELEGIO A. MALALUAN, O.D., Municipal Mayor of Bongabong, Oriental Mindoro by virtue of the powers vested in me by law, do hereby order the reconstitution of the Bids and Awards Committee (BAC) and the BAC Secretariat of the Local Government Unit of the Municipality of Bongabong

RECEIVED
SB OFFICE

DATE: 8/1/21
S. Lopez

Received by: Granny of Leoniza M. Mangos
1-8-21
2:55pm

Municipal Budget Office

Received by: Erickson F. Dela Cruz

Date: 1-8-21 Time: 2:51

RECEIVED
JAN 08 2021
1:52pm

NALING. N. N. N.
1-8-2021

Jefferson Garcia
1-8-2021
MPO

SECTION 1. COMPOSITION AND DUTIES/FUNCTIONS

The Bids and Awards Committee and its Secretariat comprise the following, and shall have duties and responsibilities as stated below:

A. BAC Members

1. COMPOSITION:

Mr. Gary Louie A. Sapinit	-	Chairperson
Mr. Gregorio S. Reyes, EnP	-	Vice Chairperson
Atty. Eduardo M. Magsino	-	Member
Ms. Elizabeth A. Villanueva	-	Member
Ms. Roselle S. Mauricio	-	Member

2. DUTIES AND FUNCTIONS:

- Advertise and/or post the invitation bid;
- Conduct pre-procurement and pre-bid conferences;
- Determined the eligibility and prospective bidders;
- Receive bids;
- Conduct the evaluation of bids;
- Undertake post qualification proceedings;
- Resolve motion for reconsiderations;
- Recommend awards of contracts;
- Recommend the imposition of sanctions in accordance with Rule XXIII;
- Recommend use of Alternative Methods of Procurements; and
- Invite observers to sit in tis proceedings, which shall be composed of representatives from the Commission on Audit, an NGO and a recognized private group in a sector or discipline relevant to the procurement at hand.

B. BAC Secretariat Members

1. COMPOSITION:

Mr. Renel M. Malacapo	-	Head of the Secretariat
Ms. Ada June M. Saldares	-	Member
Ms. Joanna Marie M. Aquino	-	Member
Ms. Ricalyn T. Lontoc	-	Member

2. DUTIES AND FUNCTIONS:

- Provide administrative support to BAC;
- Organizing and make all necessary arrangements for the BAC meetings;
- Attend BAC meeting as Secretary;
- Prepares Minutes of the BAC meetings;
- Take custody of procurement documents and be responsible for the sale and distribution of bidding documents to interested bidders;

- Assist in managing the procurements processes;
- Monitor procurement activities and milestones for the proper reporting when required;
- Consolidate Project Procurement Management Plans (PPMP) from the different departments and make them available for review when required;
- Make arrangements for the pre-procurements and pre-bid conferences and bid openings; and
- Be the central channel of communications for the BAC with end users, providers of goods, civil works and consulting services, and the general public.

SECTION 2. REPEALING CLAUSE

All rules and regulations, executive orders, memoranda, or any part thereof, previously promulgated in conflict with or contrary to these Executive Order or any portion thereof, are hereby repealed or modified accordingly.

SECTION 3. SEPARABILITY CLAUSE

If any portion or provision of this Executive Order is declared unconstitutional or invalid, the other portions or provisions hereof, which are not affected thereby shall continue in full force and effect.

SECTION 4. EFFECTIVITY

This Executive Order shall take effect immediately and shall remain enforced unless revoked or amended. Let copies of this Order be furnished to all concerned for their information, guidance, and action.

DONE in the Municipality of Bongabong, Oriental Mindoro, this 4th day of January, 2021.


ELEGIO A. MALALUAN, O.D.
Municipal Mayor



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF BONGABONG
OFFICE OF THE MUNICIPAL MAYOR

RECEIVED
SB OFFICE
DATE: JAN 06 2021
[Signature]
REMUEL N. ISLER
ADMINISTRATIVE ASSISTANT II

11:50 am

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(No. 1 Series of 2021)

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RECEIVED
JAN 06 2021
11:40
[Signature]

Municipal Budget Office
Received by: Erickson F. Dela Cruz
Date: 1/6/21 Time: 11:45
[Signature]

RECEIVED
JAN 06 2021
11:42 am
[Signature]

RECEIVED BY: *[Signature]*
MUNICIPAL BUDGET OFFICE
11:41 am

RECEIVED BY: *[Signature]*
11:40 AM
01-06-21

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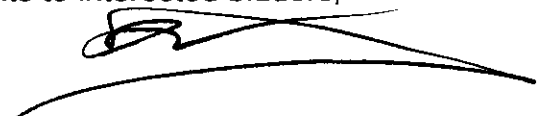
B. BAC Secretariat Members

1. COMPOSITION:

Mr. Renel M. Malacapo	-	Head of the Secretariat
Mr. Ronald S. Valdez	-	Member
Ms. Joanna Marie M. Aquino	-	Member
Mr. Ronnie D. Alcañeses	-	Member

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ELEGIO A. MALALUAN, O.D.
Municipal Mayor