



Republic of the Philippines  
Province of Davao de Oro  
**OFFICE OF THE GOVERNOR**  
**BIDS AND AWARDS COMMITTEE**



AN EXCERPT FROM THE MINUTES OF THE SPECIAL MEETING OF THE BIDS AND AWARDS COMMITTEE (BAC) HELD ON APRIL 5, 2024, AT THE BAC CONFERENCE ROOM, 3RD FLOOR, EXECUTIVE BUILDING, PROVINCIAL CAPITOL COMPLEX, CABIDIANAN, NABUNTURAN, DAVAO DE ORO.

**Present**

- |  |                      |
|--|----------------------|
| 1. Dr. Rolando S. Simene, DVM, MRDM        | BAC Chairperson      |
| 2. Engr. Roderick M. Digamon, CE           | BAC Vice-Chairperson |
| 3. Mr. Lewis Jake G. Caiman, CPA           | BAC Member           |
| 4. Ms. Lara Zaphire Kristy N. Bermejo, MPA | BAC Member           |

**Other Present**

- |  |                        |
|--|------------------------|
| 1. Mr. Jenes B. Miñoza, MPA            | BAC Secretariat – Head |
| 2. Ms. Maila Mae Grace B. Carillo, CPA | TWG Member             |
| 3. Ms. Cristie M. Plaza, CPA           | TWG Member             |
| 4. Mr. Ronald C. Sibayan, MExEd        | TWG Member             |
| 5. Mr. Joseph Randy M. Loy, RN, MMCMDR | TWG Member             |
| 6. Mr. Alvin Ross J. Gisma             | TWG Member             |
| 7. Engr. Joy C. Manabat, CE, MPA, MRDN | TWG Member             |
| 8. Engr. EAV Julian M. Mahinay         | TWG Member             |
| 9. Ma. Grace C. Lim, MD, FPSMS         | TWG Member             |

**Other Present**

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|---|------------|
| 1. Atty. Mary Justice P. Aurelio-Yap, CPA | BAC Member |
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**RESOLUTION NO. SB-04.05.04**  
**SERIES OF 2024**

**“A RESOLUTION RECOMMENDING TO THE HEAD OF THE PROCURING ENTITY (HOPE) TO AWARD THE FOLLOWING PURCHASE REQUESTS TO THE CORRESPONDING SUPPLIERS WHO OFFERED THE LOWEST CALCULATED AND RESPONSIVE QUOTATION FOR THE PROCUREMENT OF GOODS THROUGH SHOPPING UNDER SECTION 52.1 (B) OF THE REVISED IMPLEMENTING RULES AND REGULATIONS OF R.A. 9184;”**

ITEM NO.	ABSTRACT NO.	P.R. NO.	R.O.	DESCRIPTION	NAME OF ESTABLISHMENT	ABC	SUPPLIER'S TOTAL QUOTATION	REMARKS
1	2404020	24-1685	PGO	OFFICE SUPPLIES FOR THE USE OF PDEA PERSONNEL FOR THE PERIOD OF SECOND QUARTER	GOODWILL GENERAL MERCHANDISE	53,059.00	52,008.00	With CNAS from PS-DBM
2	2404040	24-1614	PBO	OFFICE SUPPLIES FOR USE OF M & O OF LFC - COMPUTER SUPPLIES/SPAREPARTS	K-I SOLUTIONS GENERAL MERCHANDISE	12,405.00	12,400.00	With CNAS from PS-DBM
3	2404041	24-C1150	PGO	OFFICE SUPPLIES FOR THE USE OF PPOC-SERBISYO CARAVAN-OFFICE SUPPLIES-1ST QTR	K-I SOLUTIONS GENERAL MERCHANDISE	5,983.00	5,968.00	With CNAS from PS-DBM
4	2404043	24-1682	PGO	OFFICE SUPPLIES FOR THE USE OF CIDG PERSONNEL FOR THE PERIOD OF FIRST QUARTER	K-I SOLUTIONS GENERAL MERCHANDISE	16,927.00	16,921.00	With CNAS from PS-DBM
5	2404050	24-1688	PGO	OFFICE SUPPLIES FOR THE USE OF RPSB PERSONNEL FOR THE	TOPCESS TRADING CORPORATION	29,402.00	28,379.00	With CNAS from PS-DBM

				PERIOD OF SECOND QUARTER				
6	2404052	24-C1200	PIAO	OFFICE SUPPLIES FOR PIAO USE (2ND QUARTER)	TOPCESS TRADING CORPORATION	23,780.00	23,308.00	With CNAS from PS-DBM

**WHEREAS**, the Bids and Awards Committee (BAC) approved the recommendation of the Technical Working Group (TWG) that the procurement of goods covered by the aforementioned purchase requests be done by way of Shopping pursuant to Section 52.1 (B) of the 2016 Revised Implementing Rules and Regulations of R.A. 9184;

**WHEREAS**, Section 52.1 (B) of the 2016 Revised IRR of R.A. 9184 provides further explains the procurement of ordinary or regular office supplies and equipment not available in the Procurement Service involving an amount not exceeding the thresholds prescribed in Annex “H” of the IRR;

**WHEREAS**, a canvass of quotations were duly conducted to the technical, legal, and financially capable suppliers to deliver the goods covered by the aforementioned purchase requests;

**WHEREAS**, the price of quotations were obtained within the prescribed timeline which were opened, evaluated, and verified by the Committee;

**WHEREAS**, upon careful evaluation and verification, the above-mentioned suppliers offered the lowest calculated and responsive quotation.

**WHEREFORE**, on motion of Lewis Jake G. Caiman and unanimously seconded; it was,

**NOW THEREFORE**, the Bids and Awards Committee, **RESOLVE** as it is hereby **RESOLVED** to recommend to the Head of the Procuring Entity (HoPE) to award the aforementioned suppliers to the corresponding suppliers who offered the lowest calculated and responsive quotation through Shopping under Section 52.1 of the Revised Implementing Rules and Regulations of R.A. 9184.

**RESOLVED**, **FINALLY**, that copies of these resolutions be forwarded to offices concerned for information, guidance and appropriate action.

Certified true and Correct:

**JENES B. MIÑOZA, MPA**  
Head BAC Secretariat

Conformed by:

**ROLANDO S. SIMENE, DVM, MRDM**  
BAC-Chairperson

**ENGR. RODERICK M. DIGAMON, CE**  
BAC -Vice Chairperson

**LARA ZAPHIRE KRISTY N. BERMEJO, MPA**  
BAC Member

**LEWIS JAKE G. CAIMAN, CPA**  
BAC Member

(On Leave)  
**ATTY. MARY JUSTICE P. AURELIO-YAP, CPA**  
BAC Member

Action Taken: Approved/Disapproved

**DOROTHY P. MONTEJO-GONZAGA**  
Governor  
Head of the Procuring Entity  
Approved on \_\_\_\_\_