



**BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES**

**MINUTES OF THE MEETING  
PRE-BID CONFERENCE  
December 2, 2020  
OP Board Room  
1:00 P.M.**

**Name of Project to be bid: Supply and Delivery of Furnitures and Fixtures (Early Procurement2021)**

**Approved Budget for the Contract: P3,148,972.00**

**Time Started: 1:00 PM**

**Attendance:**

**BAC Members:**

1. Dr. Rosalie A. Almadrones-BAC Chairperson
2. Engr. Aser Dino-BAC Vice-Chairperson
3. Dr. Ma. Cristina C. Azuelo-BAC Member
4. Ms. Irine Andaya – BAC Member
5. Ms. Lea Fulgueras – BAC Member

**BAC Secretariat: Evangeline L. Sarion  
Marilyn P. Ferrer  
Julie Fe S. Laborte**

**Observer: Mr. Fermin Orong – from Volunteer Against Crime and Corruption**

**Proceedings:**

**Call to Order :**

The BAC Chairperson, Dr. Rosalie Almadrones presided and called the meeting to order at exactly 1:00 in the afternoon and started with a short prayer led by Ms. Lea Fulgueras followed immediately by the checking of attendance.

**Attendance and Quorum:**

The Head of the BAC Secretariat called the attendance and introduced each member and reported 100% attendance, thus a quorum was declared.

**Announcement of the Invitation Sent to Observer**

Dr. Rosalie Almadrones said that invitations were sent to three (3) observers, from Commission on Audit, Philippine Chinese Chamber of Commerce and Volunteers Against Crime and Corruption, however, only one responded on the said invitation. She said that the invitation is in accordance with Sec. 13 of IRR of RA 9184. She acknowledged the presence of Mr. Fermin Orong, a representative from Volunteer Against Crime and Corruption.

**Minutes of Bidders Attendance/Checking of specifications**

Mrs. Sarion, Head of the BAC Secretariat informed the body that there was no bidder present for the project to be bid, however, she said that there were bidders who called, and informed the secretariat that they will be present on the scheduled opening of bids.

Dr. Almadrone said that the conduct of the pre-bid conference was one of the requirements under RA 9184, but since there was no bidder, Ms. Irine Andaya moved for the adjournment of the meeting, seconded by Dr. Ma. Cristina Azuelo..

The meeting was adjourned at exactly 1:10 in the afternoon.

Prepared by:

  
**EVANGELINE L. SARION**  
Head, BAC Secretariat for Goods and Services

NOTED:

  
**ROSALIE A. ALMADRONES, Ph. D.**  
BAC Chairperson

  
**ENGR. ASER N. DINO**  
BAC-Vice Chairperson

  
**DR. MA. CRISTINA C. AZUELO**  
BAC Member

  
**MS. IRINE E. ANDAYA**  
BAC Member

  
**MS. LEA L. FULGUERAS**  
BAC Member