



**MINUTES OF THE PRE-BID CONFERENCE ON THE PROCUREMENT OF
VENUE, MEALS AND SNACKS FOR THE ORIENTATION OF THE NEW RPMS-PPST
GUIDELINES FOR THE ELEMENTARY AND SECONDARY TEACHERS AND
SCHOOL HEADS IN DEPED-DIVISION OF CAGAYAN DE ORO CITY
ABC: Php 4,553,800.00**

**July 16, 2018
ASDS Office
8:30AM**

Present were:

Alicia E. Anghay	-	BAC Chairman (Presiding Officer)
Rosalio R. Vitorillo	-	BAC Vice Chairman
Romiel S. Vallente	-	BAC Member
Baldomero Mark B. Meso III	-	BAC Member
Cynthia V. Yañez	-	BAC Member
Eulogio R. Suaner	-	BAC Member
Derrold Marl S. Aves	-	TWG Co-Chairman
Milagros P. Recamadas	-	BAC Secretariat Chairman

Bidder:

Virgie Yaba	-	Hotel Conchita
Romelyn Yañez	-	Hotel Conchita

I. CALL TO ORDER

The meeting started with an opening prayer led by the BAC Secretariat Chairman, Mrs. Milagros P. Recamadas.

Dr. Alicia E. Anghay, BAC-Chairman/Presiding Officer called the conference to order at 9:30 AM. Preliminaries of the meeting were ensued by Mrs. Milagros P. Recamadas, the BAC Secretariat Chairman.

II. CERTIFICATION OF QUORUM

The BAC Secretariat Chairman certified that there was quorum to transact business after she acknowledged the presence of the Committee Members & bidders in attendance.

III. BUSINESS PROPER AND HIGHLIGHTS OF THE CONFERENCE

Dr. Anghay presided the meeting. She formally started the meeting by giving the overview of the project which is the Procurement of Venue, Meals and Snacks for the Orientation of the nee RPMS_PPST Guidelines for the Elementary and Secondary Teachers and School Heads in DepEd-Division of Cagayan de Oro City with Approved Budget of Contract amounting to Php 4,553,800.00.

Dr. Anghay requested the TWG Co-Chairman, Dr. Derrold Marl S. Aves give the details of the project to be procured.

Dr. Aves read and presented the details of the project and other specifications as posted in PhilGEPS.

Ms. Yaba, the representative from Hotel Conchita presented to the committee that they can provide the following: (1) 1 plenary session hall, (2) 1 complimentary room, and (3) only 8 break-out sessions.

Dr. Anghay clarified that the committee will stick to the specifications presented and that the committee welcomes all prospective bidders to buy and complied with the required Bidding Documents.

Dr. Anghay asked the members of the Committee if they have comments or questions regarding the said procurement. But the BAC members had no more questions so the BAC Secretariat Chairman as requested by the BAC Chairman made some announcements and reminders as to next schedule of BAC meetings & conferences.

IV. ADJOURNMENT

The Pre-bid Conference for the project ended at 10:00AM and without any other matters to be discussed, the conference declared adjourn by the BAC Chairman, Dr. Alicia E. Anghay.

Prepared by:

MILAGROS P. RECAMADAS
BAC Secretariat Chairman

Noted by:

ALICIA E. ANGHAY, Ph.D.
BAC Chairman/Presiding Officer