



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

BIDS AND AWARDS COMMITTEE

MINUTES OF MEETING

May 21, 2019, 10:30 a.m.

Bids and Awards Committee Conference Room

I. Attendance

Vice Chairperson: Director Andrea Celene Magtalas, Information and Communications Technology Systems Service

Members: Ms. Eden Pangilinan, Finance Service (FS)
Mr. Virgilio Umpacan, Jr., B.U.D.G.E.T. Representative

Technical Working Group: Atty. Sarah Abuel
(TWG) Ms. Darlene Reyes
Ms. Jeramie Simbre

Secretariat: Mr. Aaron Alberto Escalona
Ms. Joyce Labao
Ms. Rhonna Regina Puno

End-User Representative: Engr. Argee Sta. Barbara, Administrative Service (AS), General Services Division
Ms. Marissa A. Santos, AS-Central Records Division (CRD)
Mr. Norman Aboy, AS-CRD

II. Call to Order

The quorum was confirmed by the Secretariat, thus, the meeting was called to order at 9:00 a.m. by Assistant Secretary Achilles Gerard Bravo, Bids and Awards Committee (BAC) Chairperson.

III. Highlights of the Meeting

Topics/Issues	Comments/Decisions/Instructions
A. Meeting with Interested Bidders 1. Petroleum, Oil and Lubricants	<ul style="list-style-type: none">No bidder attended the meeting.
B. Other Matters 2. Inclusion in the Supplemental Annual Procurement Plan (APP)	<ul style="list-style-type: none">The BAC discussed the Project Procurement Management Plan (PPMP) submitted by the AS-CRD for the renovation of the CRD Office, with emphasis on the design and scope of work.


Topics/Issues	Comments/Decisions/Instructions
	<ul style="list-style-type: none"> • It was noted that the schedule of requirements were not included in the PPMP. • The BAC also advised the end-user representatives to coordinate with AS-GSD regarding the design of the proposed office renovation. • Consequently, the BAC agreed to return the PPMP to consider the abovementioned concerns.

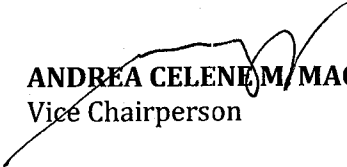
IV. Adjournment

There being no other matters to be discussed, the meeting was adjourned at 12:30 p.m.

Prepared by:

Noted by:


AARON ALBERTO A. ESCALONA
 Secretariat


ANDREA CELENE M. MAGTALAS
 Vice Chairperson