



Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



MINUTES OF BAC MEETING
Neap R- Mini con 2
December 19, 2019 10:30-11:00AM

Present:

1. Florante E. Vergara- Chairman
2. Atty. Sebastian G. Tayaban- Co-Chairman
3. Aida Payang – Vice-Chairman
4. Pio Ecuán- Bac Member
5. Edgardo T. Alos- BAC Member
6. Rogelia A. Rique- Secretariat
7. Archie Russel Baluyo- Secretariat
8. Jose Lorenzo Cubarubias- Secretariat
9. Jefferson Villena- Secretariat
10. Eugene C. Aquino- Secretariat
11. Glenn P. Papa- Secretariat
12. Dawn Balanag- Mckleene Premium Products
13. Ernesto Camacho- Mckleene Premium Products

Agenda:

1. Pre-Bid conference for the procurement of Janitorial services for 2020

Meeting Proper:

- Presentation of the Agenda.
- Declaration of quorum.

Discussion:

A. Technical Specs:

ABC: Php 1,000,000.00

- 5 personnel male and female (no Saturdays and Sundays and holidays)
- Provide additional utility personnel as maybe required by the procuring entity for special events/activities
- Performed tasks that maybe assigned by the Procuring Entity with in the assigned areas of responsibilities and those relevant to the maintenance and Cleanliness of the Regional Office
- Must be in proper uniform
- Should have basic/necessary equipment as may be needed in the discharge of security services such as but not limited to the following(flashlight, whistle, umbrella, communication devices)
- Schedule of delivery of services as well area of responsibilities shall be agreed upon by management and the winning bidder
- There should be reliever if somebody is not coming
- The contract duration is 12 mos. January to December 2020

- Deadline of Submission of Bids is 10:3AM on Dec. 31, 2019
- Bid Opening shall be on December 31 11:00am at SNC Hall, Deped Car Regional Office

Adjournment:

There being no matters to discuss, the meeting adjourned at 10:00AM.

Prepared by:


ROGELIA A. RIQUE
BAC Secretariat

Noted by:


FLORANTE E. VERGARA
BAC CHAIRMAN