



Republic of the Philippines  
BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING  
SRA Compound, Annex II Building Ext.  
North Avenue, Diliman, Quezon City  
(02) 8351-8120, (02) 8294-9741

**SPECIAL ORDER**

No. 186

Series of 2024

**SUBJECT: RECONSTITUTION OF BIDS AND AWARDS COMMITTEE (BAC) AT THE BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING (BAFE)**

In the exigency of service, the composition of the Bids and Awards Committee is hereby reconstituted as follows:

**I. BIDS AND AWARDS COMMITTEE**

**A. COMPOSITION**

**1. Regular Members:**

Chairperson : **ENGR. JANICE P. VARGAS**  
Vice-Chairperson : **LOURDES C. BONIFACIO**  
Member : **ENGR. NOEMI L. CARPIO**

**2. Provisional Members:**

Technical Staff who possess the expertise and experience in the subject as follows:

Infrastructure : **ENGR. ALLAN C. GOLENG**

Goods and Services : **ENGR. ANALYN G. SAGANA**  
**ENGR. EMER-ROSE G. ASUG**

ICT Equipment/  
Peripherals/  
Related Services : **ENGR. ARNEL L. TENORIO**

Consultancy Services : **ENGR. ROSE ANN C. ARIENDA**  
: **ATTY. JOHN PAUL T. ROMERO**

Printing Services and  
other Media Mediums  
(i.e. electronic billboards  
printing billboards,  
television and radio  
advertisement, newspaper  
publications) : **ENGR. MARY JOY. G. VERGARA**





Republic of the Philippines  
**BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING**  
SRA Compound, Annex II Building Ext.  
North Avenue, Diliman, Quezon City  
(02) 8351-8120, (02) 8294-9741

## **B. RESPONSIBILITIES OF THE BAC COMMITTEE**

1. Recommend to the Head of Procuring Entity (HOPE) the method of procurement of goods and services, civil works, and consulting services;
2. Undertake the advertisement and/or posting of the Invitation to Bid (IB);
3. Determine the eligibility of the prospective bidders;
4. Has the sole authority to receive and opening the bids;
5. Conduct Pre-Procurement and Pre-Bid Conferences;
6. Evaluate bids and post-qualification proceedings when necessary with the assistance of the TWG;
7. Resolve motions for reconsideration filed by prospective bidders, and other concerned parties with respect to the conduct of the bidding process;
8. Recommend the award of the contract to the Head of the Procuring Entity (PE) or duly authorized representative;
9. Prepare a regular monitoring report to the HOPE; and
10. Ensures that the PE and its procurement activities abide by the standards of RA 9184 and its IRR.

## **II. BIDS AND AWARDS COMMITTEE SECRETARIAT**

### **A. COMPOSITION**

Head	:	<b>RHODORA R. CONCEPCION</b>
Member	:	<b>APRIL JOY A. BARADILLO</b> <b>HOVIN YELTSIN C. GAGTO</b> <b>JENEFER D. BUEN</b> <b>JONATHAN C. CARO</b> <b>ROMAR M. TAGUINOD</b>

### **B. RESPONSIBILITIES OF THE BAC SECRETARIAT**

The responsibilities of the BAC Secretariat shall be in accordance with the Department of Budget and Management National Budget Circular No. 2015-558 and with the Republic Act No. 9184 of the Government Procurement Reform Act and its Implementing Rules and Regulations.





Republic of the Philippines  
**BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING**  
SRA Compound, Annex II Building Ext.  
North Avenue, Diliman, Quezon City  
(02) 8351-8120, (02) 8294-9741

### **III. TECHNICAL WORKING GROUP (TWG)**

#### **A. COMPOSITION**

Chairperson	:	<b>ENGR. LOUIEGI LORENZ M. CENTENO</b>
Vice-Chairperson	:	<b>ENGR. DESIREE JOY R. SALVATERA</b>
Members	:	<b>ENGR. EMMANUEL R. LANUZA</b> <b>ENGR. JEFFERSON C. BORE</b> <b>ENGR. MADEL E. VIDALLION</b> <b>ENGR. RONALD MELVIN R. ROSAS</b> <b>ENGR. RENREN JAY R. PASIA</b> <b>ENGR. ROMEL A. CABALLERO</b> <b>RODHELENE C. MAÑALAC</b> <b>NOREEN N. CABALAR</b>

#### **B. RESPONSIBILITIES OF THE BAC TWG**

1. Assist the BAC and the Secretariat in the Preparation of the bidding documents ensuring that the same properly reflect the requirements of the PE;
2. Assist the BAC in the evaluation of bids submitted in the public biddings, direct contracts, and repeat orders, and for negotiated procurement and in shopping with the contract cost of PHP 15,000.00 and above.
3. Assist the BAC in the conduct eligibility screening of prospective bidders, and the shortlisting of prospective bidders in case of bidding for consulting services;
4. Prepare evaluation reports for consideration and approval of BAC;
5. Assist the BAC in the conduct of Post-Qualification activities and prepares the post-qualification summary report for the BAC's approval;
6. Assist the BAC and the Secretariat in the preparation of the resolution recommending the award with regards to the technical aspect, if necessary;
7. Provide utmost priority to the BAC assignments over all other duties and completed and shall perform jury duty when so required; and
8. All duties and responsibilities as prescribed are considered jury duty.

### **IV. GRANT OF HONORARIA OR OVERTIME PAY**

In accordance with the IRR of RA No. 9184, the BAC and its TWG are hereby granted honoraria while the BAC Secretariat is authorized to render overtime services with pay subject to the guidelines issued by the Department of Budget and Management for the purpose.





Republic of the Philippines  
BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING  
SRA Compound, Annex II Building Ext.  
North Avenue, Diliman, Quezon City  
(02) 8351-8120, (02) 8294-9741

## V. REPEAL/EFFECTIVITY CLAUSE

This Order shall take effect immediately and shall be in force until revoked in writing. All orders and memoranda inconsistent herewith are deemed revoked.

Done the 27th day of November 2024.

  
BALDWIN G. JALLORINA, Ph.D.  
Director IV

