



Republic of the Philippines
Quezon City
OFFICE OF THE MAYOR

3rd Flr. Bulwagang Amoranto
High Rise Building,
Quezon City Hall Compound
Diliman, Quezon City
Trunkline: 8988-4242 loc. 8195

EXECUTIVE ORDER NO. 01
Series of 2021

**ORGANIZING THE QUEZON CITY
BIDS AND AWARDS COMMITTEE (BAC),
BAC TECHNICAL WORKING GROUP AND BAC SECRETARIAT**

WHEREAS, Republic Act No. 9184 otherwise known as the Government Procurement Reform Act, provides for the revised rules and other pertinent provisions of the government procurement system;

WHEREAS, there is a need to reorganize the Bids and Awards Committee in view of the appointment/reappointment and reassignment of its members in accordance with the pertinent provisions of the Local Government Code of 1991 and other applicable laws;

WHEREAS, in accordance with Section 11.2.6 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, the members of the BAC shall have a fixed term of one (1) year reckoned from the date of appointment. Thus, this renewal of the organization of the BAC;

WHEREAS, there is a need to constitute the composition of the BAC in line with the thrusts of the present Administration;

NOW, THEREFORE, I, HON. MA. JOSEFINA G. BELMONTE, City Mayor, by virtue of the powers vested in me by law, do hereby order:

SECTION 1. QUEZON CITY BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES (BAC-GOODS). - The Quezon City Bids and Awards Committee for Goods, which shall be primarily responsible for the conduct of prequalification, bidding, evaluation of bids, and the recommendation of awards concerning procurement of goods and other services, except consulting services, is hereby created, reorganized and reconstituted with the following members, to wit:

- | | | |
|----|---|--|
| 1. | ROWENA T. MACATAO
(Chairperson) | Office of the City Mayor |
| 2. | MA. MARGARITA T. SANTOS
(Vice-Chairperson) | OIC - Business Permits and
Licensing Department |
| 3. | ATTY. SHERRY R. GONZALVO | OIC - City Assessor |
| 4. | FE P. MACALE | Head, Social Services
Development Department |
| 5. | DR. ESPERANZA ANITA E. ARIAS | OIC - City Health
Department |
| 6. | Representative from the End-User Department, Office or Unit | |

2021-20-1

During the eligibility checking, shortlisting, pre-bid conference, preliminary examination of bids, bid evaluation, and post-qualification proceedings, the BAC-Goods shall invite the following offices or organizations to send observers, who shall not have the right to vote but may sit in such proceedings:

- 1) Commission on Audit
- 2) A duly recognized private group in a sector or discipline relevant to the procurement at hand, such as, but not limited to, a specific relevant chamber-member of the Philippine Chamber of Commerce and Industry; and
- 3) A Non-Government Organization

SECTION 2. QUEZON CITY BIDS AND AWARDS COMMITTEE FOR INFRASTRUCTURE AND CONSULTANCY (BAC-INFRA AND CONSULTANCY). - The Quezon City Bids and Awards Committee, which shall be primarily responsible for the conduct of prequalification, bidding, evaluation of bids, and the recommendation of awards concerning procurement of infrastructure projects and consulting services, is hereby created, reorganized and reconstituted with the following members, to wit:

Chairperson	:	ATTY. MARK DALE DIAMOND P. PERRAL OIC, Department of Building Official
Vice-Chairperson	:	ARCH. LUCILLE H. CHUA Head, City Architect Department
Members	:	CARLOS I. VERZONILLA Head, Radio Communications Service
	:	MARIAN C. ORAYANI City Budget Officer
	:	RAMON T. ASPRER Head, Housing, Community Development & Resettlement Department
	:	Representative from the End-User Department

During the eligibility checking, shortlisting, pre-bid conference, preliminary examination of bids, bid evaluation, and post-qualification proceedings, the BAC-Infra shall invite the following offices or organizations to send observers, who shall not have the right to vote but may sit in such proceedings:

- 1) Commission on Audit
- 2) A duly recognized private group in a sector or discipline relevant to the procurement at hand, such as, but not limited to the following:
 - a. For infrastructure, a national association of constructors duly recognized by the Construction Industry Authority of the Philippines (CIAP), such as, but not limited to the Philippine Constructors Association, Inc. or the National Constructors Association of the Philippines, Inc.
 - b. For consulting services, a project-related professional organization accredited or duly recognized by the Professional Regulation Commission or the Supreme Court, such as, but not limited to the Philippine Institute of Civil Engineers (PICE), the Philippine Institute of

Certified Public Accountants (PICPA), or the Confederation of Filipino Consulting Organizations.

3) A Non-Government Organization

SECTION 3. QUEZON CITY BIDS AND AWARDS COMMITTEE - TECHNICAL WORKING GROUP (BAC-TWG). - The BAC-INFRA and BAC-GOODS shall create a technical working group (TWG) from a pool of technical, financial and/or legal experts that are permanent plantilla personnel, to assist in (i) review of technical specifications, scope of work, and terms of reference; (ii) review of bidding documents; (iii) shortlisting of consultants; (iv) eligibility screening; (v) evaluation of bids; (vi) post-qualification; (vii) resolution of requests for reconsideration, and other relevant matters as the BAC concerned may assign from time to time.

SECTION 4. QUEZON CITY BIDS AND AWARDS COMMITTEE - SECRETARIAT (BAC-SEC). - The Quezon City Procurement Department shall serve as secretariat (BAC-SEC) of the BAC-INFRA and BAC-GOODS. The BAC-SEC shall assist in administration and clerical matters in respect of BAC proceedings.

SECTION 5. TERMS OF OFFICE. The Members of both Bids and Awards Committees shall have a term of one (1) year reckoned from the date of appointment, provided that the Mayor may amend the membership of either Committee at any time.

SECTION 6. COMMON BAC-SEC AND BAC-TWG. The BAC-TWG and BAC-SEC shall service both the BAC for Goods and BAC for Infrastructure, Consultancy and Services.

SECTION 7. All other BACs created through past Executive and Office Orders are hereby dissolved.

SECTION 8. OTHER OUTSTANDING BACS. All other BACs that are created by virtue of an Ordinance shall remain in effect but if their members have yet to be appointed by this Authority, the procurement of these Departments and/or Offices shall be handled by the BAC-GOODS and BAC-INFRA created by this Executive Order.


SECTION 9. HONORARIA. Members of the Bids and Award Committees (BAC-INFRA and BAC-GOODS) shall be entitled to claim lawful honoraria subject to the provisions of DBM Budget Circular No. 2004-5A dated 7 October 2005, in an amount not exceeding twenty-five percent (25%) of their respective basic monthly salary, only for successfully completed procurement projects and subject to the availability of funds. The foregoing shall be subject to any prevailing DBM circulars, rules or regulations that may be issued from time to time.

SECTION 10. REPEALING CLAUSE. All prior inconsistent orders or issuances are hereby repealed or modified accordingly.

SECTION 11. DISSEMINATION. A copy of this Executive Order shall be furnished to the Office of the President and the Metro Manila Development Authority (MMDA) for the information and guidance, pursuant to Sec. 455 (1) (xii) of RA 7160, as amended, and shall be posted at the official website of the Quezon City Government.

SECTION 12. EFFECTIVITY. This Executive Order shall take effect immediately.

Done in Quezon City, this 12 day of January 2021.


MA. JOSEFINA G. BELMONTE
City Mayor