



Republic of the Philippines  
Quezon City  
**OFFICE OF THE MAYOR**

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Quezon City Hall Compound  
Ortigues, Quezon City  
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EXECUTIVE ORDER NO. 19  
Series of 2019

**REORGANIZING 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, there are currently several Bids and Awards Committees created by virtue of City Ordinances and Executive Orders;

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, Mayor of Quezon City, by virtue of the powers vested in me by law, do hereby order:

**SECTION 1. QUEZON CITY BIDS AND AWARDS COMMITTEE FOR GOODS (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, is hereby created, reorganized and reconstituted with the following members, to wit:

ATTY. SHERRY R. GONZALVO	City Assessor
ROWENA T. MACATAO	Office of the City Mayor
MA. MARGARITA I. SANTOS	OIC, Business Permits and Licensing Department
FE P. MACALE	Head, Social Services Development Department
DR. ESPERANZA ANITA E. ARIAS	OIC, City Health Department

For proceedings involving bids or awards, the BAC-Goods shall invite the following offices or organizations to send observers:

Two (2) Non-Government Organizations  
Commission on Audit  
Internal Audit Service

The concerned End-User Department or Office is hereby ordered to send a representative during all proceedings and deliberations of the BAC and provide inputs and assistance as may be required by the BAC.

**SECTION 2. QUEZON CITY BIDS AND AWARDS COMMITTEE FOR INFRASTRUCTURE, CONSULTANCY AND SERVICES (BAC-INFRA).** 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, consulting services and other services, is hereby created, reorganized and reconstituted with the following members, to wit:

LUCILE H. CHUA	City Architect
CARLOS I. VERZONILLA	Head, Radio Communications Service
ISAGANI R. VERSOZA	OIC - City Engineer
ARCH. PEDRO P. RODRIGUEZ, JR.	City Planning and Development Officer
MARIAN C. ORAYANI	City Budget Officer

For proceedings involving bids or awards, the BAC-INFRA shall invite the following offices or organizations to send observers:

Two (2) Non-Government Organizations  
Commission on Audit  
Internal Audit Service

The concerned End-User Department or Office is hereby ordered to send a representative during all proceedings and deliberations of the BAC and provide inputs and assistance as may be required by the BAC.

**SECTION 3. QUEZON CITY BIDS AND AWARDS COMMITTEE - TECHNICAL WORKING GROUP (BAC-TWG).** The Quezon City Bids and Awards Committee - Technical Working Group (BAC-TWG) is likewise reorganized and reconstituted with the following permanent plantilla personnel as members, to wit:



JOSEPHINE CATHERINE C  
LAXAMANA

City Administrator's Office, Designated  
as BAC-TWG Head

ELMA DR. OCRISMA

Social Services Development  
Department

SHERWIN L. USMAN

Engineering Department

The City Mayor shall appoint at least three (3) other BAC-TWG members to be determined later. The Mayor may amend the membership of the BAC-TWG at any time.

**SECTION 4. QUEZON CITY BIDS AND AWARDS COMMITTEE - SECRETARIAT (BAC-SEC).** The Quezon City Bids and Awards Committee - Secretariat is hereby reorganized and reconstituted with the following permanent plantilla personnel as members:

GRACIA ROWENA F. DELA CRUZ

Barangay and Community Relations  
Department  
Designated as BAC-SEC Head

MERLITA F. GRUBA

Tourism Department

MARIA THERESA E. ALANO

Tourism Department

The Mayor shall appoint at least three (3) other BAC-SEC members to be determined later. The Mayor may amend the membership of the BAC-SEC at any time.

**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. The Committees shall forthwith convene and select their committee Chairpersons and Vice-Chairpersons.

**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-INERA 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 07 October 2005, in an amount not exceeding twenty-five percent (25%) of their respective basic monthly salary, on the basis of their physical attendance to the proceedings of the BAC, 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, 20 August 2019, Quezon City.

  
MA. JOSEFINA G. BELMONTE  
City Mayor