

## BIDS AND AWARDS MINUTES OF THE MEETING

Updated as of 20 September 2019

<b>DATE: May 19, 2021</b>		<b>TIME STARTED: 1:00 PM</b>		<b>TIME ENDED: 1:45 PM</b>	
<b>BIDDING ACTIVITY</b>	<i>Mark ( X )</i>				
	<input type="checkbox"/> Pre - Procurement Conference <input checked="" type="checkbox"/> Pre - Bidding Conference <input type="checkbox"/> Eligibility Checking and Short listing		<input type="checkbox"/> <b>Opening of Bids</b> <input type="checkbox"/> Special Meeting / Others		
<b>PROJECT TITLE: CONDUCT OF TOURISM MARKETING EDUCATIONAL SEMINAR</b>				<b>APPROVED BUDGET COST</b> PHP 2,500,000.00	
<b>BAC MEMBERS</b>	<i>Mark ( X )</i>				
	Chairperson Vice Chairperson Regular Member <i>Alternate Member</i> Provisional Member <i>Alternate PM</i> Provisional End User	<input checked="" type="checkbox"/> <b>Atty. Venancio C. Manuel III</b> <input checked="" type="checkbox"/> <b>Marian Sarah C. Garate</b> <input checked="" type="checkbox"/> <b>Nerissa D. Juan</b> <input type="checkbox"/> <b>Christie N. Navarro</b> <input checked="" type="checkbox"/> <b>Ramon Julian S. De Veyra, Jr.</b> <input type="checkbox"/> <b>Marivic M. Sevilla</b> <input checked="" type="checkbox"/> <b>Cesar R. Villanueva</b>			
<b>PROJECT OFFICER/S</b>	<input checked="" type="checkbox"/> <b>Rona Jean Olavar</b>				
<b>TECHNICAL WORKING GROUP</b>	<i>Mark ( X )</i>				
		<b>GOODS</b>	<b>CONSULTING</b>	<b>INFRASTRUCTURE</b>	
	<input type="checkbox"/> Carmela Joy A. Febrio <input type="checkbox"/> Nelson D. Lopez <input type="checkbox"/> Michael M. Malonda	<input checked="" type="checkbox"/> Rose Ann B. Cruz <input checked="" type="checkbox"/> Francine M. Roca <input checked="" type="checkbox"/> Mark Nicole Evangelista	<input type="checkbox"/> Edmon Gerald A. Loza <input type="checkbox"/> Remigio U. Pagaduan <input type="checkbox"/> Cesar R. Villanueva		
<b>BAC SECRETARIAT</b>	1. Roselle D. Romero 2. Socrates G. Torres 3. Genesis Weiyn Lee				
<b>BIDDER / REPRESENTATIVE</b>		<b>ELIGIBILITY</b> ( X )	<b>TECHNICAL</b> ( X )	<b>FINANCIAL BID</b>	
<b>Enderun Colleges Inc.</b> 1) Clarissa Osorio 2) Paula Sasota 3) Simoneil Mendoza 4) Nicole Jessica Sabater 5) Shekainah Diaz 6) Marlon Pura 7) Bell S. Castro 8) Loida Flojo					
<b>HIGHLIGHTS:</b>					
1. The BAC Chairperson presided the Pre Bid Conference					

2. The BAC Secretariat Head certified the presence of a quorum
3. The Project Officer present the Term of Reference to the body and informed that the new date of implementation for Run 1 is on September 6-7, 2021, the topic is "Recovery Marketing Planning and Workshop" for Run 2 is on October 4-5, 2021 and the to topic is "Marketing Performance + Digital Presence for Local Tourism".
4. Ms. Loida Flojo asked how to group participants, the Project Officer replied that they usually group them according to the Region.
5. Ms. Loida Flojo asked the Project Officer if it is OK to do Pre Work before the actual Seminar, the Project Officer confirm that it is OK to do Pre Work before the actual seminar and it is done during the invitation of the participants.
6. Ms. Clarissa Osorio asked if they can replace the Key Personnel, the Project Officer and the BAC Chairperson replied only the Facilitator/s maybe replace if unavailable during the time of actual webinar based on justifiable reasons provided that the replacement complies with the required qualifications subject to the approval of TPB.
7. Ms. Paula Sasota requested the bank details of TPB for the payment of the Bidding Document, the procurement officer replied to give the TPB Bank details once he gets approval from the cash unit.
8. Ms. Belle Castro asked the body how much flexibility the Enderun Colleges Inc. allow with the program, Sir Cesar replied that they can start with whatever program that the LGU started.
9. The BAC Chairperson informed the body that the Supplemental Bid Bulletin will be issued with regards to the modifications in the Term of Reference.
10. The BAC Chairperson reminded the prospective bidder to comply with the instructions stated in Bidding Document on how to submit the online Bid Proposal and ensure that it is submitted in the official BAC Secretariat email address.
11. The BAC Chairperson asked the body for further questions or clarifications, and as there were no further questions received, the BAC Chairperson adjourned the conference.

**Prepared by:**

  
**ROSELLE D. ROMERO**

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 Signature Over Printed Name of Head BAC Secretariat

**Certified by:**

  
**ATTY. VENANCIO C. MANUEL III**

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 Signature Over Printed Name of Presiding Officer