



Republic of the Philippines  
**Department of Education**  
 REGION III – CENTRAL LUZON  
 SCHOOLS DIVISION OFFICE OF NUEVA ECIJA

DEP-ED SDO N.E.  
**RELEASED**  
 APR 12 2022

RECORDS SECTION

10 April 2022

DIVISION MEMORANDUM  
 No. 105, s. 2022

**ORIENTATION ON SCHOOL BIDS AND AWARDS COMMITTEE'S (BAC) RESPONSIBILITIES AND PROCESSES**

To: Assistant Schools Division Superintendents  
 Chief, SGOD  
 Division BAC members  
 Public Schools District Supervisors  
 School BAC members  
 District Property Custodians  
 Public Elementary and Secondary School Heads and Teachers  
 All Others Concerned

- To promote the declared policy of the State of good governance through transparency in the procurement process and system of accountability among public officials, directly or indirectly involved in the procurement process, SDO Nueva Ecija will hold an **Online Orientation on School Bids and Awards Committee's (BAC's) Responsibilities and Processes on April 19, 2022, 9:00am** via Zoom Conferencing and simultaneous FB Live Broadcast through DepEd Nueva Ecija Issuances exclusive FB group.
- Participants on the two (2) platforms provided are as follows:

Participants	Broadcast Platform
Public School District Supervisors District Property Custodians NEHS, Talavera NHS, Cabiao NHS, Bongabon NHS – JHS & SHS BAC Members (3 participants each school)	via Zoom Conferencing
School BAC members (Elementary and Secondary)	via FB Live Broadcast ( <i>DepEd Nueva Ecija Issuances</i> exclusive FB group)

- Regardless of the platform used, pre-test and post-test will be administered to all the identified participants.
- Please refer to the attached enclosure for the Orientation Program of Activities.
- For information and widest dissemination.

  
**JESSIE D. FERRER, CESO V**  
 Schools Division Superintendent

Encl.: As stated  
 Reference: None  
 To be included in the Perpetual Index  
 under the following subjects:  
 BAC  
 ORIENTATION

DM 2022 Orientation on School Bids and Awards Committee (BAC) Responsibilities and Processes  
 3-3/MLG 04-11-2022



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**ORIENTATION PROGRAM OF ACTIVITIES**

<b>Time</b>	<b>Duration</b>	<b>Activity</b>	<b>Focal</b>
9:00am – 9:30am	30 mins	Preliminaries (Registration and Opening Program)	Division BAC
9:30am – 9:45am	15 mins	Overview and General Provision of RA 9184	<b>Maria Luisa L. Gamino</b> <i>BAC Secretariat</i>
9:45am – 10:00am	15 mins	Roles and Responsibilities of BAC and Its members	<b>Rowena M. Castillo</b> Division BAC Member
10:00am – 10:30am	30mins	Procurement Processes and Timelines <ul style="list-style-type: none"> <li>• Public Bidding</li> <li>• Alternative Methods of Procurement</li> </ul>	<b>Paul G. Salcedo</b> <i>BAC Secretariat</i>
10:30am – 10:50am	20mins	Contract Implementation <ul style="list-style-type: none"> <li>• Inspection and Acceptance</li> <li>• Recording and Distribution</li> </ul>	<b>Alberto Tecson</b> <i>BAC TWG</i> <i>Supplies Officer</i>
10:50am – 11:30am	40min	Open Forum	Division BAC
11:30am		Ways Forward / Closing	