



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF LUCENA CITY

11 January 2024

**DIVISION MEMORANDUM**

OSD - 2024-012

**2024 COMPOSITION OF THE BIDS AND AWARDS COMMITTEE (BAC)**

**TO** : OIC – Asst. Schools Division Superintendent  
Chief Education Supervisors – SGOD & CID  
Unit Heads  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In view of the expiration of the term of office of the Bids and Awards Committee (BAC) as stated in Section II of the Implementing Rules and Regulations of Republic Act (RA) No. 9184, the Schools Division of Lucena City hereby reconstitutes the composition of its BAC.

POSITION	NAME	ALTERNATE/ REPRESENTATIVE
Chairperson	Phillip B. Gallendez OIC – ASDS	
Vice - Chairperson	Dexter M. Valle EPS – 1, Math	
Members	Benjie C. Rivera Administrative Officer V Jaime R. Lacerna EPS – 1, Values Education  Rowela M. Caperina EPS -1, SPED	Rey Mark R. Queano PSDS
<b>TECHNICAL WORKING GROUP (TWG)</b>		
Chairperson	Myla K. Mendiola EPS -1, Araling Panlipunan	



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TWG Vice - Chairperson	Karina R. Bautista EPS -1, SGOD	
<b>SECRETARIAT</b>		
Chairperson	Joey L. Jader EPS -1, Mapch	
Vice -Chairperson	Ana Karmela S. Amante – Vergara Attorney III	
Members	Josephine D. Ambeguia Administrative Assistant III  Andrea P. Tongo Administrative Assistant II	

2. The members of this committee will perform and abide the rules, duties and responsibilities as stated on the Republic Act (RA) 9184 effective January 15, 2024.
3. The members of the BAC shall have a fixed term of one year reckoned from the date of appointment, renewable at the discretion of HOPE. Upon expiration of the terms of the current members, they shall continue to exercise their function until new BAC members are designated. In case of resignation, retirement, separation, transfer, reassignment, removal or death, the replacement shall serve only for the unexpired term: Provided, however, that in case of leave or suspension, the replacement shall serve only for the duration of leave or suspension. For justifiable causes, a member shall be suspended or removed by the HOPE.
4. This Division Memorandum is without prejudice to the pending procurement projects undertaken by BAC.
5. Immediate dissemination of and strict compliance with this Order is directed.

  
**SUSAN D. ORIBIANA**  
 Schools Division Superintendent

BAC/\_\_\_



Republic of the Philippines  
**Department of Education**  
REGION IV-A (CALABARZON)  
**SCHOOLS DIVISION OF LUCENA CITY**

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**DIVISION MEMORANDUM**

OSD-2023-008

TO : OIC – Asst. Schools Division Superintendent  
Chief Education Supervisors – SGOD & CID  
Unit Heads  
Public Elementary and Secondary School Heads  
All Others Concerned

FROM :   
: **HERMOGENES M. PANGANIBAN, CESO V**  
Schools Division Superintendent 

SUBJECT : **REITERATION OF THE COMPOSITION OF THE BIDS AND AWARDS COMMITTEE (BAC)**

DATE : 3 January 2023

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1. Pursuant to Sec. 1 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184 also known as the government Procurement Act, each procuring entity shall establish a single Bids & Awards Committee (BAC) to undertake the functions specified in Sec. 12 of the IRR in order to facilitate the professionalization and harmonization of procedures and standards.
2. The Head of the Procuring Entity (HOPE) shall designate at least five (5) but not more than seven (7) members to the BAC with unquestionable integrity and procurement efficiency.
3. As such, the Schools Division Office of Lucena City (SDO Lucena) hereby reiterates the composition of the BAC as follows:

POSITION	NAME	ALTERNATE/ REPRESENTATIVE
Chairperson	Phillip B. Gallendez OIC - ASDS	
Vice-Chairperson	Janelet E. Fuentes EPS I-EPP/TLE	



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**SCHOOLS DIVISION OF LUCENA CITY**

Members	Josephine T. Natividad CID-Chief Education Supervisor	Jaime R. Lacerna EPS I- Values Education
	Dexter M. Valle EPS I- Math	
	Benjie C. Rivera Administrative Officer V	
TECHNICAL WORKING GROUP (TWG)		
TWG Chairperson	Epifania C. Carandang SGOD-Chief Education Supervisor	
TWG Vice- Chairperson	ROSELYN Q. GOLFO EPS I-Science	
Members	<i>*Depends on the procurement project as this is based on their expertise (e.g. Infrastructure – Engr. Joam Alcantara; Learning Resources – Anicia J. Vilaruel, etc.)</i>	
SECRETARIAT		
Secretariat Chairperson	Joey L. Jader EPS I-MAPEH	
Secretariat Vice- Chairperson	Ana Karmela S. Amante-Vergara Attorney III	
Members:	Josephine D. Ambeguia Admin Assistant II  Katrina M. Conti Admin Assistant	

4. It must be noted that this Division Memorandum is without prejudice to the pending procurement projects undertaken by BAC
5. The members of the BAC shall have a fixed term of one year reckoned from the date of appointment, renewable at the discretion of HOPE. Upon expiration of the terms of the current members, they shall continue to exercise their function until new BAC members are designated. In case of resignation, retirement, separation, transfer, reassignment, removal or death, the replacement shall serve only for the unexpired term: Provided, however, that in case of leave or suspension, the replacement shall serve only for the duration of leave or suspension. For justifiable causes, a member shall be suspended or removed by the HOPE.
6. Immediate dissemination of and strict compliance with this Order is directed.





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**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF LUCENA CITY**

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**DIVISION MEMORANDUM**

OSD-2023- 27

**TO:** OIC- Assistant Schools Division Superintendent  
Chief Education Supervisors – SGOD & CID  
Public Elementary and Secondary School Heads  
All Others Concerned

**FROM:**  **SUSAN D. ORIBIANA, CESO V**  
Schools Division Superintendent 

**SUBJECT: ADDENDUM TO THE DIVISION MEMORANDUM OSD 2023 – 008 RE: REITERATION OF THE COMPOSITION OF THE BIDS AND AWARDS COMMITTEE (BAC)**

**DATE:** 6 November, 2023

1. In connection with Division Memorandum OSD -2023-008 entitled :” Reiteration of Composition of Bids and Awards Committee (BAC).” This office announces the new composition of Bids and Awards Committee, to wit:

BAC Chairperson	Phillip B. Gallendez OIC -ASDS
BAC Vice Chairperson	Benjie C. Rivera* Administrative Officer V
BAC Members	Josephine T. Natividad CID – Chief Education Supervisor
	Dexter M. Valle EPS – 1
	Jaime M. Lacerna* EPS – 1
Alternate BAC Member	Dr. Rowela M. Caperina *
*Will serve only the duration of the unexpired term of the outgoing member.	



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2. This is due to the resignation of **Ms. JANELET E. FUENTES** as BAC Vice Chairperson of the Bids and Awards Committee effective November, 2023.
3. The above mentioned names will perform and abide the rules, duties and responsibilities as stated in the Republic Act (RA) 9184 effective on November 3, 2023.
4. As such, the Schools Division Office of Lucena City (SDO Lucena) hereby reiterates the composition of the BAC as follows:

POSITION	NAME	ALTERNATE / REPRESENTATIVE
Chairperson	Phillip B. Gallendez OIC - ASDS	
Vice- Chairperson	Benjie C. Rivera Administrative Officer V	
Members	Josephine T. Natividad CID-Chief Education Supervisor Dexter M. Valle EPS I- Math Jaime R. Lacerna EPS I- Values Education	Dr. Rowela M. Caperina EPS -1, SPED
<b>TECHNICAL WORKING GROUP</b>		
TWG Chairperson	Epifania F. Carandang SGOD-Chief Education Supervisor	
Members	Myla K. Mendiola EPS 1- Araling Panlipunan	
	*Depends on the procurement project as this is based on their expertise (e.g. Infrastructure- Engr. Joam Alcantara; Learning Resources - Anicia J. Villaruel, etc.)	
<b>SECRETARIAT</b>		
Secretariat Chairperson	Joey L. Jader EPS I-PESS	

Vice Chairperson	Ana Karmela S. Amante-Vergara Attorney III	
Members	Josephine D. Ambeguia Admin Assistant III  Katrina M. Conti Admin Assistant	

5. It must be noted that this Division Memorandum is without prejudice to the pending procurement projects undertaken by BAC.
6. Immediate dissemination of and strict compliance with this Order is directed.



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