

Republic of the Philippines

Region VII, Central Visayas

Cebu City

DepEd

February 1, 2013

**Division Memorandum**

No. 61 s. 2013

**CREATION OF THE PRE-QUALIFICATION, BIDS AND AWARDS COMMITTEE (PBAC) AND THE TECHNICAL WORKING COMMITTEE (TWG) FOR THE PROCUREMENT ACTIVITIES OF THE PUBLIC-PRIVATE PARTNERSHIP FOR SCHOOL INFRASTRUCTURE PROJECT PHASE II (PSIP-II)**

**To: OIC, ASDS  
Division Supervisors / Coordinators  
District Supervisors / OICs  
Elementary and Secondary School Heads  
Division & District Personnel**

1. Attached is DepEd Order No. 4, s. 2013, dated January 22, 2013, entitled, "CREATION OF THE PRE-QUALIFICATION, BIDS AND AWARDS COMMITTEE (PBAC) AND THE TECHNICAL WORKING COMMITTEE (TWG) FOR THE PROCUREMENT ACTIVITIES OF THE PUBLIC-PRIVATE PARTNERSHIP FOR SCHOOL INFRASTRUCTURE PROJECT PHASE II (PSIP-II)."
2. Immediate dissemination of this Memorandum is desired.

  
**ARDEN D. MONISIT, Ed. D.**  
Schools Division Superintendent



Republic of the Philippines  
**Department of Education**

22 JAN 2013

DepEd ORDER  
 No. 4, s. 2013

**CREATION OF THE PRE-QUALIFICATION, BIDS AND AWARDS COMMITTEE (PBAC)  
 AND THE TECHNICAL WORKING GROUP (TWG) FOR THE PROCUREMENT  
 ACTIVITIES OF THE PUBLIC-PRIVATE PARTNERSHIP FOR SCHOOL  
 INFRASTRUCTURE PROJECT PHASE II (PSIP-II)**

To: Undersecretaries  
 Assistant Secretaries  
 Bureau Directors  
 Directors of Services, Centers and Heads of Units  
 Regional Directors  
 Schools Division/City Superintendents  
 Heads, Public and Private Elementary and Secondary Schools  
 All Others Concerned

1. Acting on the National Economic and Development Authority (NEDA)-Board's confirmation of the approval of the Public-Private Partnership (PPP) for School Infrastructure Project Phase II (PSIP-II), the Department of Education (DepEd), hereby creates an inter-agency Pre-qualification, Bids and Awards Committee (PBAC) with the following compositions:

Chairperson : **Undersecretary Francisco M. Varela**, DepEd  
 Secretary : **Assistant Secretary Tonisito M.C. Umali**, DepEd  
 Members : **Assistant Secretary Jesus L.R. Mateo**, DepEd  
               **Assistant Secretary Maria Catalina E. Cabral**  
               **Director Judy F. Sese** (Alternate), DPWH  
               **Engr. Oliver R. Hernandez**, DepEd

Observers : Executive Director Cosette V. Canilao, Public Private  
 Partnership Center of the Philippines

Representatives : Ateneo School of Government (ASoG)  
 Office of the Solicitor General  
 Commission on Audit (COA)  
 Office of the Resident Ombudsman

2. The PBAC shall be responsible for all aspects of the procurement process for the PSIP-II, pursuant to the provisions of Republic Act (RA) No. 6957, as amended by RA No. 7718, and its Implementing Rules and Regulations (IRR). It shall perform the following functions:

- a. review and issue the Invitation Documents and Bidding Documents for the PSIP-II;
- b. conduct Pre-Procurement and Pre-Bid Conferences;

- c. undertake the Pre-qualification of the Prospective Bidders;
  - d. receive and open the bids from Pre-qualified Bidders; and
  - e. evaluate the bids, select the winning bidder, undertake the post-Qualification and recommend the acceptance and award of the Contract.
3. A quorum of the PBAC shall be composed of a simple majority of all voting members of the Committee. The Chairman shall vote only in case of a tie.
4. To aid the PBAC in the performance of its responsibilities, a Technical Working Group (TWG) is hereby created with the following members:

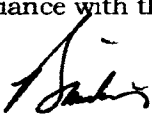
Engr. Antonia M. Alhambra, DepEd  
Engr. Glenn F. Orteza, DepEd  
Engr. Raymund U. Alcazar, DepEd  
Engr. Michael Timajo, DepEd  
Arch. Nathaniel Mendoza, DepEd  
Atty. Arthur Tantuan, DepEd Adviser  
Engr. Wilfredo Lopez, DPWH Bureau of Design  
Engr. Francis Raphael C. Elum, DPWH Adviser  
Ms. Amelia S. De la Rosa, DPWH Adviser  
Ms. Feroisa F.T. Concordia, PPP Center  
Mr. Mark Andrew V. Nimeno, PPP Center  
Atty. Noelle Riza D. Castillo, PPP Center  
Engr. Nelia G. Granadillos, DOLE-OSHC

5. The TWG shall provide assistance to PBAC in terms of technical, financial and legal aspects of the PSIP-II procurement. It shall have the following responsibilities:
- a. assist the PBAC in the preparation of the bidding documents, ensuring that the same property reflects the requirements of the PSIP-II and that these conform to the standards set forth by RA No. 6957, as amended by RA No. 7718, and its IRRs;
  - b. assist the PBAC in the conduct of pre-qualification of prospective bidders;
  - c. assist the PBAC in the evaluation of bids and prepare the accompanying reports for the PBACs consideration and approval;
  - d. assist the PBAC in the conduct of post-qualification activities and prepare the post-qualification summary report for the PBAC's approval;
  - e. assist the PBAC and the PBAC Secretariat in preparing the resolution recommending award; and
  - f. provide utmost priority to PBAC assignments over all other duties and responsibilities, until the requirements for the procurement at hand are completed.

6. The DepEd-Procurement Service (PS) shall designate a Secretariat, which shall serve as the main support unit of the PBAC for PSIP-II procurement. The PBAC Secretariat shall perform the following functions:

- a. provide administrative support to the PBAC;
- b. organize and make all necessary arrangements for the PBAC meetings;
- c. prepare minutes of the PBAC meetings;
- d. take custody of procurement documents and be responsible for the sale and distribution of bidding documents to prospective bidders;
- e. assist in managing the procurement processes;
- f. monitor procurement activities and milestones for proper reporting to relevant agencies, when required;
- g. make arrangements for the pre-procurement and pre-bid conferences and bid openings; and
- h. be the central channel of communications for PBAC with the PSIP-II Project Management Office (PMO), other line agencies, providers of goods, civil works and consulting services, and the general public.

7. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Reference:

N o n e

To be indicated in the Perpetual Index  
under the following subjects:

BIDS & AWARDS  
COMMITTEE  
OFFICIALS  
PROCUREMENT  
PROJECTS

Madel: Committee PBAC  
0030-January 17