



Republic of the Philippines  
Province of Oriental Mindoro  
**MUNICIPALITY OF PINAMALAYAN**

# **OFFICE OF THE MUNICIPAL MAYOR**

Madrid Blvd., Zone III, Pinamalayan, Oriental Mindoro 5208  
Telephone No. 043-2843146 Email: [mayoroffice@pinamalayan.gov.ph](mailto:mayoroffice@pinamalayan.gov.ph)

## **EXECUTIVE ORDER NO. 033-2019**

### **AN ORDER RECONSTITUTING THE BIDS AND AWARDS COMMITTEE, TECHNICAL WORKING GROUP (TWG) AND SECRETARIAT OF PINAMALAYAN, ORIENTAL MINDORO**

**WHEREAS**, Republic Act No. 9184 mandates the establishment of Bids and Awards Committee in order to facilitate professionalization and harmonization of procurement procedures and standards;

**WHEREAS**, the term of the members will expire on September 1, 2019 thus, a need to reconstitute the members of Bids and Awards Committee, Technical Working Group and Secretariat to ensure operational efficiency and effectiveness of procurement activities in this Local Government Unit.

**NOW THEREFORE, I, ARISTEO A. BALDOS, JR.** Municipal Mayor of Pinamalayan, Oriental Mindoro by virtue of the powers vested in me by law do hereby order the reorganization of Bids and Awards Committee (BAC), Technical Working Group (TWG) and Secretariat of Pinamalayan, Oriental Mindoro, as follows:

#### **Section 1. COMPOSITION.**

##### **A. The Bids and Awards Committee shall be composed of the following:**

**Chairperson:**

**MR. CARLITO M. MEJICO** - Municipal Assessor

**Vice Chairperson:**

**ENGR. ERIC STA. ROMANA** - Engineer III

**Members:**

**EnP ROSENIO A. TORIANO** - Municipal Planning and Development Coordinator

**MR. RONE B. MADRID** - Administrative Officer IV/Property Management Officer

**MS. ZAIDA D. MICIANO** - Municipal Budget Officer

##### **B. The Technical Working Group (TWG) shall be composed of the following:**

a. For Goods (Supplies, IT Equipment and Others)

**MR. RICARDO A. LIM** - Municipal Tourism Officer/Special Concern Office Focal

b. For Vehicles, Machines and Other Equipment

**ENGR. MANOLITO E. MASCULINO** - Zoning Officer/MENRO Designate

c. For Infrastructure Projects

**ENGR. ROY LUCBAN** - Administrative Officer IV

The BAC through a resolution, may designate additional members of the TWG for specific procurement which require specialized knowledge and experience.

##### **C. SECRETARIAT. The BAC Secretariat shall be composed of the following:**

**Head:**

**MR. ENRIQUE N. MOCLING** - OIC- General Services Office

**Member:**

**MS. ROBYLYN V. MANGCUPANG** - Administrative Aide II



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The BAC through a resolution may designate additional members of Secretariat to assist them in the discharge of their duties and functions.

**Section 2. FUNCTIONS.** The BAC Members, TWG and its Secretariat shall perform functions specified in Implementing Rules and Regulation (IRR) of Republic Act No. 9184.

To expedite the procurement process, BAC Members, its Secretariat and TWG shall give utmost priority to BAC assignments over all other duties and responsibility, until the requirements for the said assignments at hand are completed.

**Section 3. OBSERVERS.** The following shall be observers of the proceeding of the BAC.

- A. Representative from Commission on Audit;
- B. Representative from Non-Government Organizations; and
- C. A representative from a duly recognized private group in a sector or discipline relevant to the procurement at hand to be invited by the BAC

**Section 4. MANDATORY TRAINING.** In compliance with Republic Act No. 9184, members of the BAC, its Secretariat and TWG Members including other relevant procurement personnel should have satisfactorily completed procurement training and capacity development program within six (6) months upon designation.

**SECTION 5. TERM OF OFFICE.** The member of the BAC shall have a fixed term of one (1) year upon assumption of office. They shall hold office until their successors shall have been chosen and qualified.

**Section 6. EFFECTIVITY.** This Executive Order shall take effect on September 1, 2019.

Done in the Municipality of Pinamalayan, Oriental Mindoro, Philippines this 23<sup>rd</sup> day of August 2019.

  
**ARISTEO A. BALDOS, JR.**  
Municipal Mayor