



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF PINAMALAYAN

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 011-2016

AN ORDER CREATING THE BIDS AND AWARDS COMMITTEE PURSUANT TO THE MANDATE OF REPUBLIC ACT. NO. 9184 ENTITLED “ AN ACT PROVIDING FOR THE MODERNIZATION, STANDARDIZATION, AND REGULATION OF THE PROCUREMENT ACTIVITIES FOR THE GOVERNMENT AND OF THE OTHER PURPOSE”.

WHEREAS, Republic Act No. 9184, otherwise known as Government Procurement Reform Act mandates the creation of the Bids and Awards Committee for the Local Government Unit of Pinamalayan, Province of Oriental Mindoro;

WHEREAS, the said Bids and Awards Committee shall be responsible for the procurement by this LGU and shall adhere strictly on the standard set forth by said Republic Act No. 9184.

NOW THEREFORE, I, ARISTEO A. BALDOS, JR. by virtue of the powers vested in me by law do hereby order the creation of Bids and Awards Committee (BAC) as follows:

SECTION I. *Creation of Bids and Award Committee.* The Bids and Awards Committee is hereby created which shall be referred to as the BAC, for brevity.

SECTION II. *Composition.* The BAC shall be composed of the following:

*Municipal Planning and Development Coordinator
Municipal Engineer
Municipal Administrator
Municipal Treasurer
Municipal Budget Officer
Municipal Assessor
OIC-GSO/Assistant Budget Officer
NGO Observers*

SECTION II. *Term of Office.* The member of the BAC shall have a fixed term of one (1) year reckoned from the date of appointment, renewable at the discretion of the Municipal Mayor.

SECTION IV. *Functions.* The BAC shall have the following functions, to wit:

- a. advertise and/ or post the invitation to bid;
- b. conduct pre-procurement and pre-bid conference;
- c. conduct the evaluation of bids;



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- d. undertake post- qualifications proceedings;
- e. determine the eligibility of prospective bidding;
- f. receive bids;
- g. recommend award of contracts to the Municipal Mayor or his duly authorized representative;
- h. recommend the imposition of sanctions as provided for under Article XXIII of R.A. 9184;
- i. recommend to the Municipal Mayor the use of alternative method of procurement as provided for under Article XVI of R. A. 9184;
- j. prepare procurement monitoring report that shall be approved and be submitted by the Municipal Mayor to the Government Procurement Policy Board;
- k. resolve motions for reconsideration;
- l. perform such other related function as maybe necessary.

SECTION V. *Technical Working Group.* To assist the BAC in the procurement process and performance of its technical functions, among others assessment of documents eligibility screening, evaluation and post qualification of bidders and others, the following shall serve as member thereof, to wit;

- a. Municipal Accountant
- b. Asst. Municipal Planning & Development Officer
- c. A licensed Engineer
- d. A member of the BAR

SECTION VI. *Member of the Technical Working Group.* Need not be limited to employees or officials of this Local Government Unit.

SECTION VII. *Observer.* In all stages of the procurement process, the following should serve as observer to wit;

- a. A representative of the Commission on Audit
- b. A representative from a Non- Government Organization
- c. A representative from recognized private sector

SECTION VIII. *Secretariat.* To assist the BAC in the conduct of its function, the Assistant Municipal Assessor shall serve as the secretariat.

SECTION IX. *Honoraria.* Members of the BAC shall receive an honoraria equivalent to 25% of their respective monthly salary, subject to availability of funds.



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SECTION X. Funding. The Municipal Government shall provide such amount that is necessary for the effective implementation of Republic Act No. 9184.

SECTION XI. Effectivity. This order shall take effect immediately.

Done in Pinamalayan, Oriental Mindoro this **4th** day of **July, 2016.**


HON. ARISTEO A. BALDOS, JR.
Municipal Mayor