

Republic of the Philippines  
**DEPARTMENT OF ENERGY**  
(Kagawaran ng Enerhiya)

DEPARTMENT ORDER NO. DO2017-12-0017

**FURTHER RECONSTITUTING THE BIDS AND AWARDS COMMITTEE OF THE  
DEPARTMENT OF ENERGY (DOE-BAC)**

Pursuant to Article V of Republic Act No. 9184 otherwise known as the Government Procurement Reform Act and Rule V of its Revised Implementing Rules and Regulations (IRR) which took effect on October 29, 2016, the Bids and Awards Committee of the Department of Energy (DOE-BAC), its Secretariat and Technical Working Group are hereby further reconstituted, as provided hereunder:

**REGULAR MEMBERS**

Undersecretary Raul B. Aguilos, CESO I	-	Chairperson
Assistant Secretary Robert B. Uy	-	Vice Chairperson
Assistant Secretary Gerardo D. Erguiza, Jr.	-	Alternate Vice Chairperson
Director Arthus T. Tenazas	-	Member
Director Angelina V. Manga, CESO IV	-	Member
Director Araceli A. S. Soluta	-	Member

**ALTERNATE MEMBER**

Assistant Director Rodela I. Romero	-	Alternate to any member
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**PROVISIONAL MEMBERS**

Director/Division Chief or Head of Office	-	Technical Expert
Official/Employee	-	End-user Representative

**TECHNICAL WORKING GROUP**

Director Amelia M. de Guzman	-	Head
Atty. Marissa P. Cerezo	-	Member
Atty. Myra Fiera F. Roa	-	Member
Ms. Virginia S. Llamo	-	Member
Ms. Elisa B. Morales	-	Member
Ms. Maria Theresa A. Hallasgo	-	Member
Ms. Lois Lei P. Nacario	-	Member
Ms. Lariz A. de Chavez	-	Member
Ms. Asuncion E. Cunanan	-	Member
Ms. Anabel M. Elmaga	-	Member
Mr. Mervin Mejia	-	Member
Mr. Jeffrey G. Sayco	-	Member
Mr. Teodoro T. Aguilar	-	Member
Mr. Ryan S. Domasig	-	Member

Ms. Leilani B. Bangit	-	Member
Ms. Lilian C. Fernandez	-	DOE-EA Representative

## SECRETARIAT

Director Herminio A. Ariola, CESO IV	-	Head
Mr. Jerry P. Ritual	-	Member
Mr. Richard D. M. Pimentel	-	Member
Mr. Dioscoro C. Tupaz, Jr.	-	Member
Mr. Danilo M. Montillano	-	Member
Mr. Antonio M. Bautista	-	Member
Mr. David Nicholas D. Jansalin	-	Member
Ms. Jessica Christine R. Rodriguez	-	Member
Mr. Roxanne G. Perez	-	Member
Ms. Salve P. Orcine	-	Member
Ms. Ma. Loreto N. Veloso	-	Member
Ms. Maria Elizabeth F. Dungo	-	Member
Mr. Marchan Rey H. Armario	-	Member
Mr. Enrico T. Manlapig	-	Member
Mr. Rico L. Feguro	-	Member

## FUNCTIONS OF THE BAC

The BAC shall have the following functions:

1. Advertise and/or post the Invitation to Bid/Request for Expression of Interest;
2. Conduct pre-procurement and pre-bid conferences;
3. Determine the eligibility of prospective bidders;
4. Receive bids;
5. Conduct the evaluation of bids;
6. Undertake post-qualification proceedings;
7. Resolve motions for reconsideration;
8. Recommend award of contracts to the Secretary or his/her duly authorized representative;
9. Recommend the imposition of administrative penalties in accordance with Article XXIII (Administrative Sanctions) of RA 9184 and Rule XXIII of its Revised IRR;
10. Recommend to the Secretary or his/her duly authorized representative the use of Alternative Method of Procurement (AMP) as provided for in Rule XVI of the Revised IRR of RA 9184;
11. To create Canvasser's Pool or Procurement Specialists who shall perform such duties and responsibilities as may be directed by the BAC; and
12. Perform other related functions as may be necessary in accordance with existing laws, rules and regulations.

## FUNCTIONS OF THE BAC-TWG

The BAC-TWG shall have the following functions:

1. Assist the BAC in the procurement process, particularly in the eligibility screening, evaluation of bids and post-qualification;
2. Present to the BAC the results of eligibility screening and evaluation of bids as well as recommendations on post-qualification conducted; and

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3. Perform other related functions as may be necessary and/or as may be determined by the BAC.

## **FUNCTIONS OF THE BAC SECRETARIAT**

The BAC Secretariat shall have the following functions:

1. Provide administrative support to the BAC;
2. Organize and make necessary arrangement for BAC meetings and conferences;
3. Prepare minutes of the meetings of the BAC;
4. Take custody of procurement documents and other records;
5. Manage the sale and distribution of Bidding Documents to interested bidders;
6. Advertise and/or post bidding opportunities, including Bidding Documents, and Notices of Awards;
7. Assist in managing the procurement processes;
8. Monitor procurement activities and milestones for proper reporting to relevant agencies when required;
9. Ensure accurate, reliable and timely posting/update of DOE procurement related data/information at the PhilGEPS and DOE websites;
10. Act as central channel of communications of the BAC with end-users, PMOs, other units of the DOE, other government agencies, providers of goods, infrastructure projects, and consulting services, observers, and the general public; and
11. Perform other related functions as may be necessary and appropriate to accomplish the foregoing and/or as may be authorized by the BAC.

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

## **TERM OF OFFICE; HOLD-OVER CAPACITY**

The Members of the BAC, TWG and Secretariat shall have a fixed term of one year reckoned from the date of appointment, renewable at the discretion of the Secretary. In case of resignation, retirement, separation, transfer, re-assignment or removal, 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 the leave or suspension. Provided, that in order to avoid hiatus in the BAC, TWG and Secretariat, its incumbent Chair, Vice Chair and Members, Heads and Members, respectively, shall continue to perform their respective duties and responsibilities, in hold-over capacity, until their corresponding replacements are duly designated or appointed by the Secretary.

## **HONORARIA OF THE BAC, BAC SECRETARIAT AND TWG MEMBERS**

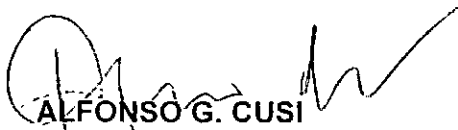
Subject to the availability of funds, honoraria to the BAC Members as well as BAC Secretariat and TWG members, except those personnel whose positions are in the procurement unit of the DOE, may be granted in the amount not to exceed 25% of their basic monthly salary in accordance with Department of Budget and Management (DBM) Circular No. 2004-5A and 2007-3 dated October 7, 2005 and November 29, 2007, respectively, and their ensuing issuances, and existing government accounting and auditing rules and regulations.

## REPEALING CLAUSE

Department Order No. DO2016-10-0012 dated October 14, 2016 and all Department Orders and issuances inconsistent with this Department Order are hereby modified, repealed or superseded accordingly.

## EFFECTIVITY CLAUSE

This Department Order shall take effect immediately and shall remain in full force and effect until sooner modified or revoked by the undersigned and/or by competent authority.

  
ALFONSO G. CUSI  
Secretary  
DEC 13 2017



Republic of the Philippines  
DEPARTMENT OF ENERGY

IN REPLYING PLS. CITE:

DOE-AGC-17005780

