



EXCERPT FROM THE APPROVED MINUTES OF THE  
**97<sup>th</sup> VSU Board of Regents Meeting**  
**28 April 2020**

Visayas State University  
(by Teleconference)

**Proposal to Create Separate Bids and Awards**  
**Committee (BAC) and BAC Secretariat in Each**  
**VSU Component Campuses**

The Board passed

**BOR Resolution No. 39, s. 2020**

A Resolution Approving the Proposal to Create Separate Bids and Awards Committee (BAC) and BAC Secretariat in Each VSU Component Campuses to Expedite Procurement of Goods and Services with a Value of Up to One Million Pesos (P1M) Only.

BOARD ACTION : **APPROVED**  
Date : 28 April 2020

Certified True and Correct:

**FRANCISCO G. GABUNADA, JR.**  
*Board Secretary*

Cc: OP  
OVPRGEA



## CERTIFICATION

This is to certify that the **Proposal to Create Separate BAC and BAC Secretariat for Each Component Campuses** of the Visayas State University has been thoroughly deliberated by the University Administrative Council (UADCO) during its meeting on 21 February 2020 at the VSU Center for Continuing Education (CCE).

Certifying further that the **Proposal to Create Separate BAC and BAC Secretariat for Each Component Campuses of VSU** is in order and respectfully endorsing such to the VSU Board of Regents (BOR) through its VSU Finance Committee.

Issued this 1<sup>st</sup> day of April 2020.

  
**EDGARDO E. TULIN**

Chairman, VSU Administrative Council

## **Proposal to Create Separate BAC and BAC Secretariat in each VSU Component Colleges**

### **Proposal Rationale**

With the recognition that the external campuses (which actually function as semi-autonomous institution by virtue of the non-rescinded republic acts for their creation, and that only their budget were incorporated into the VSU budget), each is convenient, effective and efficient that these campuses manage their own procurement activities.

Although Republic Act 9184 stipulated that a single BAC will be created, its 2016 Revised IRR states as follows:

#### **Section 11. The BAC and its Composition**

11.1.2. However, to expedite the procurement process for practical intents and purposes, the HoPE may create separate BACs where the number and complexity of the items to be procured shall so warrant. The BACs may be organized either according to: **(a) geographical location of PMO or end-user or implementing units of the Procuring Entity;** or (b) nature of procurement. Similar committees for decentralized and lower level offices may also be formed when deemed necessary by the HoPE.

The creation of a Component College – based Bids and Awards Committee and its supporting BAC Secretariat will lead to the efficiency in the procurement process. However, it should be understood that public (competitive) bidding is always the default mode. No alternative mode of procurement is allowed until approved by the BAC. Meaning the early procurement for all goods, services and infrastructures will be the done first, hence public bidding. Once a procurement through public bidding fails, then alternative method of procurement will be resorted to. However, there are items that may in the first instance, example tarpaulin printings, foods/catering services, transportation services, they could be procured via the “Framework Agreement” Method, which shall be indicated in the PPMP and the APP. All other forms of alternative method shall be determined by the BAC before the start of the Fiscal year and reflected in the APP to be approved by the BOR, which also is the HoPE.

Who shall be the BAC CHAIRMAN and MEMBERS OF THE BAC?

#### **Legal Basis: RA 9184 and its 2016 IRR**

##### **Regular Members**

- a) Chairperson, who is at least a third (3rd) ranking permanent official of the Procuring Entity;
- b) An officer, who is at least a fifth (5th) ranking permanent official, or if not available, an officer of the next lower rank with knowledge, experience and/or expertise in procurement who, to the extent possible, represents the legal or administrative area of the Procuring Entity;
- c) An officer, who is at least a fifth (5th) ranking permanent official, or if not available, an officer of the next lower rank with knowledge, experience and/or expertise in procurement who, to the extent possible, represents the finance area of the Procuring Entity.



The basis for identifying the ranks of the Chairman and the Members of the BAC is the plantilla positions and not the organizational structure, especially in the academic institutions where faculty members are designated administrative functions.

So external campuses can still have a functioning BAC even if they do not have fulltime professors, as their plantilla positions includes Associate Professors down to the Instructor Levels. A chairman or member could also be chosen from the Administrative staff as long as the approving individual will be included.

A suggestion is to put a cap or threshold on the amount that each Approving Official of the Component College be allowed to sign is up to One Million Pesos Only.

Public Bidding, Alternative Method of Procurement, Preparation of the PPMP, the APP shall be the responsibility of the College Component BAC and BAC Secretariat. Reporting in the PhilGEPS and other venues shall also be part of the responsibility of the Component College Administration.