



Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OF SORSOGON
GUBAT NATIONAL HIGH SCHOOL
Paradijon, Gubat, Sorsogon

SCHOOL MEMORANDUM No. 1 S. 2025

TO: Asst. School Principals
Department Heads
All Teaching and Non-Teaching Personnel
All Others Concerned

From: AVE E. MENDIZABAL
School Principal III

Subject: RECONSTITUTION OF THE SCHOOL BIDS AND AWARDS COMMITTEE (BAC), BAC SECRETARIAT, INSPECTORATE TEAM, CANVASSERS AND PHYSICAL INVENTORY TEAM

Date: January 3, 2025

1. In the exigency of the service, the following are hereby designated as members of the Bids and Awards Committee (BAC), Secretariat, Inspectorate Team, Canvassers and Physical inventory Team effective immediately as follows:

BIDS AND AWARDS COMMITTEE	
Chairman	MARIA LUCIA E. BAILON
Vice Chairman	ABRAHAM H. GREGORY
Member	EMERSON B. ERESMAS
Member	DOLORES E. ENDRACA
Member	HEIDE E. HUERTAS
BAC SECRETARIAT	
Head of Secretariat	JOHN PAUL D. FIGUERAS
Member	ELNA E. PURA
Member	SHERRY MAE F. YUZON
INSPECTORATE TEAM.	
Inspectorate Head	FLORISSA D. ESQUEJO
Member	ANDREA KRISTINE G. ESTOCADO
Member	VANESSA D. ESCOBEDO
CANVASSERS	
ALBERT F. ESPALDON	
MARILYN J. FERRERAS	
MA. ALMA E. ESTONANTO	



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PHYSICAL INVENTORY TEAM	
Head of Physical Inventory Team	SUSAN E. ESCANILLA
Member	CHERYL L. MORATILLO
Member	MATTHEW MOJICA

2. In compliance with Section 11 of the IRR of RA 9184, the Bids and Awards Committee (BAC) shall have a term of one (1) year from its designation.
3. The BAC and its Secretariat shall perform their duties and functions as specified in Rule V, Section 12 and Section 14, respectively of the IRR of RA 9184.
4. The committees shall ensure efficient, quality, valid, responsive, timely, and compliant procurement based on the needs of the school and in accordance with governing laws, rules and regulations.
5. Pursuant to Section 14 of the IRR of RA 9184, the BAC with the BAC Secretariat shall expedite the procurement process and give utmost priority to BAC assignments over all duties and responsibilities, until the requirements for the said assignments are completed.
6. The designation set forth herein entails no additional compensation and benefits except as provided for and allowed by governing law, rules and regulations.
7. For information, guidance, and compliance.