

ORGANIZING THE REGIONAL BIDS AND AWARDS COMMITTEE OF THE 11th JUDICIAL REGION FOR THE PROCUREMENT OF PHYSICAL ASSETS REQUIREMENTS FOR THE TRIAL COURTS IN SOUTHERN MINDANAO

OCA CIRCULAR NO. 80-2011, June 22, 2011

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/7e1bc47f9982/>

WHEREAS, A.M. No. 16-11-09-SC issued on November 14, 2006, authorized the operationalization of the pilot decentralized project and in particular the establishment of the pilot Regional Court Administrator Office (RCAO) in 7th judicial region, defined its functions and staffing, and designated the Court Administrator as the implementing head;

WHEREAS, A.M. No. 06-12-06-SC issued on March 18, 2008, defined the Authority of the designated Regional Court Administrator and Deputy Regional Court Administrator of the pilot Regional Court Administrator Office (RCAO), Seventh Judicial Region, establishing supervision and reporting relationship;

WHEREAS, Section 1 of A.M. No. 06-12-06-SC, established the following guiding policies and principles in the decentralization of administrative and financial management and operations of pilot Regional Court Administrator Office in the seventh judicial region:

- (1) Bringing down the decision-making authority and resources closer to the stakeholders in the field will improve efficiency, speed, quality and responsiveness of financial and administrative support to the courts;
- (2) Decentralization shall infuse decentralized units with the capacity to manage their operations, thereby improving operational supervision of the court and speeding up administrative support services to them.
- (3) The determination as to what authority will be decentralized to which level of organization unit shall be guided by-the following:
 - (a) Activities with location-specific benefits and costs can best be decided upon at the location level;
 - (b) Activities that have system-wide impact or require system-wide prioritization or standardization can best be decided upon at the central level;

WHEREAS, Section 4.3(f) A.M. No. 06-12-06-SC delegated to the Regional Court Administrator the authority and responsibility to formulate and implement a physical asset management plan for the courts in the region, and administer the procurement, distribution, repair and maintenance, and disposal of physical assets of courts in the region.

WHEREAS, Administrative Order No. 135-2009 dated 8 October 2009 provided for the replication of the RCAO in the 3rd and 11th Judicial Regions;

WHEREAS, the Oversight Unit for the RCAO has adopted an incremental approach in the decentralization of administrative and financial functions to the new pilot RCAOs, beginning with the procurement of office supplies and materials; ;

WHEREAS, in furtherance of and by reason of this incremental approach, the Regional Procurement Planning Committee (RPCC) for the 11th Judicial Region, and the General Services Unit (GSU) of RCAO-11 were initially constituted;

NOW, THEREFORE, the Regional Bids and Awards Committee (RBAC) for the 11th Judicial Region is hereby constituted for the procurement of office supplies, materials and physical assets of the first and second level courts in the region in accordance with Republic Act No. 9184 (Government Procurement Act), and its Implementing rules and Regulations-A.

SECTION 1: Composition of the Regional Bids and Awards Committee. The following are hereby designated to the RBAC for the 11th Judicial Region:

Chairperson:

Hon. Emmanuel C. Carpio
Presiding Judge
Branch 16, Regional Trial Court, Davao City

Vice Chairperson:

Atty. Nelia T. Sedillo
Clerk of Court VI
Regional Trial Court, Digos City

Regular Members:

Atty. Edipolo P. Sarabia, Jr.
Clerk of Court
Regional Trial Court, Davao City

Atty. Rucel D. Cayetano
Clerk of Court V
Branch 31, Regional Trial Court, Tagum City

Atty. Annie May B. Leuterio
Clerk of Court V
Branch 9, Regional Trial Court, Davao City

Atty. Giselle G. Talion
Clerk of Court, Regional Trial Court
Panabo City

Atty. Gilbert A. Torrijos
Clerk of Court VI
Regional Trial Court, Tagum City

Secretariat:

Atty. Rowena Fely S. Licas
Clerk of Court V '
Branch 34, Regional Trial Court, Panabo City

Ms. Marides A. Palteng

Court Stenographer III
Branch 30, Regional Trial Court, Tagum City

Ms. Dominica Lucmayon
Court Stenographer
Branch 19, Regional Trial Court, Digos City

SECTION 2: Functions. The RBAC shall have the following functions and responsibilities:

- 2.1 Advertise and/or post the invitation to bid; . .
- 2.2 Conduct pre-procurement and pre-bid conference;
- 2.3 Determine the eligibility of prospective bidders;
- 2.4 Receive bids;
- 2.5 Conduct the evaluation of bids;
- 2.6 Undertake post-qualification proceedings;
- 2.7 Recommend the award of contracts to the Chief Justice or his duly authorized representative, provided, that in the event the Chief Justice shall disapprove such recommendation, such disapproval shall be based only on valid, reasonable and justifiable grounds to be expressed in writing, copy furnished the RBAC;
- 2.8 Recommend to the Chief Justice the use of alternative modes of procurement as provided for in Art. XVI of R.A. 9184;
- 2.9 Recommend the imposition of sanction/penalties provided under Articles XXI to XXIII of RA. 9184;
- 2.10 Ensures compliance with the standards set forth in RA, 9184 and its IRR-A;
- 2.11 Prepare the semestral Procurement Monitoring Report for approval by the Court Administrator, and for submission to the Government Procurement Policy Board; and
- 2.12 Perform such other related functions as may be necessary.

SECTION 3: Terms of Office. Unless sooner removed for a cause, the members of the RBAC shall have a fixed term of one (1) year reckoned from the date of appointment, renewable at the discretion of the Court Administrator. In case of resignation, retirement, separation, transfer, re-assignment or removal, death, 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. For justifiable cause, a member shall be suspended or removed by the Court Administrator.

Section 4: Honoraria for RBAC Members. Pursuant to the provisions of Republic Act No. 9184, second to the last paragraph on page 2 of Administrative Circular No.13-99 dated 30 September 1999 shall apply to the honoraria of the members of the RBAC.

Section 5: Effectivity. This Circular shall take effect upon its issuance.

Issued .this 22nd day of June 2011.

(SGD.)JOSE MIDAS P MARQUEZ
Court Administrator

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