



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

MEMORANDUM

To: **Bids and Awards Committee – Technical Working Group (BAC-TWG)**

Subject: **STRICT COMPLIANCE WITH THE PRESCRIBED TIMELINE FOR POST-QUALIFICATION UNDER THE 2016 REVISED IRR OF RA NO. 9184 AND THE R.A 12009 OR THE NEW GOVERNMENT PROCUREMENT ACT)**

Date: **March 24, 2026**

1. This has reference to Audit Observation Memorandum (AOM) No. 2026-001 (2025) issued by the Commission on Audit (COA) relative to the conduct of post-qualification shall be completed within not more than twelve (12) calendar days from the determination of the Lowest Calculated Bid (LCB)/Highest Rated Bid (HRB). In exceptional case, the post qualification period may be extended by the Head of the Procuring Entity (HoPE), but in no case shall aggregate period exceed forty-five (45) calendar days for Goods and Infrastructure Projects, or thirty (30) calendar days in Consulting Services;
2. In view of this, all members of the Bids and Awards Committee – Technical Working Group (BAC-TWG) are hereby directed to strictly observe the prescribed timelines under the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 consistent with R.A. 12009 in the New Government Procurement Act;
3. Attention of the BAC-TWG is particularly called to the requirement that post-qualification shall be completed within a period not exceeding twelve (12) calendar days from the determination of the LCB unless a duly justified extension is secured and approved by the Head of the Procuring Entity (HoPE).
4. The BAC-TWG is hereby instructed to:
 - a. ensure strict adherence to the twelve (12) calendar-day period for the completion of post-qualification;
 - b. expedite the accurate evaluation and verification of documents submitted by the bidder;
 - c. maintain close coordination with the BAC Secretariat and end-user units to avoid delays; and



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

d. immediately inform the BAC, in writing, of any circumstances that may necessitate an extension of post-qualification period, with appropriate justification for approval by the HoPE.

5. For strict compliance.

Annie D. Pagdilao
ANNIE D. PAGDILAO, EdD., CESO VI
BAC Chairperson

Noted by:

Vilma D. Bda
VILMA D. BDA, CESO V
Schools Division Superintendent

