



Republic of the Philippines  
**CEBU NORMAL UNIVERSITY**  
Osmeña Blvd. Cebu City, 6000 Philippines



**Office of the Bids and Awards Committee**  
Telephone No.: (+63 32) 254-1452 Local 141 or 125  
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## **BAC Resolution Recommending for the Extension of the Clerical and General Services until the Completion of Procurement Activities**

### **RESOLUTION No. 86 series of 2023**

**WHEREAS**, Cebu Normal University posted an Invitation to Bid for the Procurement of 12 Months Contract to Provide Clerical and General Services from January 2024 - December 2024 with Bid No. 23-10-839 with an Approved Budget for the Contract of Nine Million One Hundred Seventy-One Thousand Four Hundred Thirty-Seven and Eighty-Eight Centavos (Php 9,171,437.88) in the PhilGEPS website, in the CNU website and in a conspicuous place within the premises of Cebu Normal University;

**WHEREAS**, the BAC has commenced the early procurement of projects for FY 2024 including herein procurement. The Eligibility Checking and Bid Opening is scheduled on December 13, 2023. Further, CNU Board of Regents as the Head of Procuring Entity of Cebu Normal University is yet to convene at any time of January 2024 to act on and approve on such recommendation of BAC after the result of procurement process;

**WHEREAS**, the contract duration for LSERV Corporation, the existing service provider for Clerical and General Services, is set to end on December 31, 2023;

**WHEREAS**, to ensure continuity of service and avoid any interruption of services rendered by employees of LSERV Corporation during the pendency of the procurement process awaiting the completion of the early procurement process and approval by the CNU Board of Regents, there is a need to extend the clerical and general services between Cebu Normal University and LSERV Corporation;

**WHEREAS**, the Government and Procurement Policy Board (GPPB) issued Resolution No. 023-2007 dated September 28, 2007 entitled "Approving and Adopting Revised Guidelines on the Extension of Contracts on General Support Services";



Certification Date: 1 February 2021  
Recertification due date: 24 January 2024  
For verification of the certificate please access [www.gcl-intl.com](http://www.gcl-intl.com) (Certification check and type the registration number)





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**WHEREAS**, Section 4.0 of Resolution No. 023-2007 provides that:

- 4.0 **GENERAL CONDITIONS FOR EXTENSION**  
Procuring entities may extend the duration or effectivity of an ongoing contract about to expire, under the following conditions:
- 4.1 No contract extension shall exceed one (1) year.
  - 4.2 The original contract subject of the extension was awarded in accordance with the provisions of Republic Act 9184 (R.A. 9184) and its Implementing Rules and Regulations Part A (IRR-A).
  - 4.3 The procuring entity concerned has substantially undertaken the procurement activities required prior to award of the new contract under R.A. 9184 and its IRR-A.
  - 4.4 The aforesaid contract extension is undertaken due to circumstances beyond its control and the procuring entity concerned cannot award a new contract within a month after the expiration of the term of the original contract.
  - 4.5 The contemplated extension is merely an emergency measure to maintain status quo in the operations of the Procuring Entity and to avoid interruption of service.
  - 4.6 The current service provider has not violated any of the provisions of the original contract.
  - 4.7 The terms and conditions of the original contract shall not be changed or modified, except when changes or modifications will redound to the advantage of the government at no additional cost to the Procuring Entity.

**WHEREAS**, as provided in the above-quoted rules, the contemplated extension is merely an emergency measure to maintain the status quo and to avoid interruption the services of clerks of LSERV Corporation which is an indispensable, necessary and essential in the operations of the University;



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**NOW THEREFORE**, we the Members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED:

- a. To recommend for approval by the President of Cebu Normal University the extension of the Contract for General and Clerical Services with **LSERV Corporation** until the completion of the procurement process provided it shall not exceed six months thereof.

**RESOLVED**, at the Cebu Normal University, this 22<sup>nd</sup> day of December 2023.

  
Dr. JOSEPH ELVIR C. TUBILAN  
BAC Chair

  
Dr. EMILIANO IAN B. SUSON II  
BAC Vice - Chair

  
Dr. JESON A. BUSTAMANTE  
BAC Member

  
Dr. MARINO A. GARCIA  
BAC Member

  
Ms. FLORA MAE L. RIVERA  
Provisional Member - End-user

  
Ms. MICHELLE MONTEZA  
Provisional Member – Technical Expert

Approved:

  
DANIEL A. ARIASO SR., MEcon, PhD, CESO II  
University President III



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