



Republic of the Philippines
Province of Bulacan
Municipality of Bulakan

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 2021 – 05 Series of 2021

CREATION OF THE MUNICIPAL INVENTORY AND DISPOSAL COMMITTEE (MIDC) IN THE MUNICIPALITY OF BULAKAN.

WHEREAS, Article 435 of the Implementing Rules and Regulations of the Local Government Code of 1991 mandates the Local Government Units that there shall be a Committee on the disposal of unserviceable properties which shall exercise exclusive jurisdiction in deciding the winning bids and questions of awards in the disposal of supplies and properties of the municipality;

WHEREAS, a more expeditious disposal procedure of unserviceable properties is necessary in order to check further deterioration;

WHEREAS, the sale or disposal of unserviceable property shall be made only through Public Auction. Other modes of disposal maybe resorted to only when public auction has failed;

WHEREAS, the Committee shall be responsible for the disposition of all unserviceable properties of the Municipality;

NOW THEREFORE, I, VERGEL C. MENESES, Municipal Mayor, of the Municipality of Bulakan, by virtue of the powers vested in me by law, do hereby create Inventory and Disposal Committee as follows;

SECTION I. COMPOSITION:

Chairman	HON. VERGEL C. MENESES Municipal Mayor
Vice Chairman	DR. REYNALDO P. GLORIA Municipal Administrator
Members	MRS. LEONORA B. MAGDANGAL Municipal Treasurer
	MRS. MARISSA DE LINO Municipal Accountant – OIC
	MRS. LEONORA HERNANDEZ General Services Officer

SECTION II. FUNCTIONS AND DUTIES:

The Committee on Awards shall have the following functions:

1. To inspect the unserviceable properties to verify justification for disposal;
2. To set the final appraised values of all disposable properties considering obsolescence, market demand, physical condition and result of previous biddings for similar property;
3. Responsible in the preparation of the Inventory and Inspection Report to be submitted to Commission on Audit to determine final appraise value of the properties to be disposed of;
4. Ensure that procedures conducted are in accordance with existing laws and regulations;
5. Perform such other task as maybe desirable, necessary and analogous to the foregoing functions and duties.

SECTION III. MODES OF DISPOSAL:

1. Sale thru public bidding. Sale shall be published in newspaper and the website of the Municipality;
2. Should the sale thru public bidding be unsuccessful, the Committee may dispose these property at any manner deemed cost advantageous to the government, including thru barter or negotiated sale at not less than the Committee appraised value;
3. Barter with other government agencies and government owned or controlled corporation.

SECTION IV. DROPPING FROM THE BOOK OF ACCOUNTS OF DISPOSED PROPERTY. The dropping of disposed property from the Book of Accounts shall be subject to the existing accounting and auditing rules and regulations.

SECTION V. COMPOSITION OF SECRETARIAT. The following Personnel designated as the MIDC Secretariat:

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|---------------------------|---|---------------------|
| 1. JERICO CUNANAN | - | MPDO - OIC |
| 2. PRISCILLA REYES | - | Executive Secretary |
| 3. JENELLE MORELOS | - | Budget Office Staff |
| 4. JAYSON BAUTISTA | - | Motorpool - OIC |

SECTION VI. DUTIES AND FUNCTIONS. To handle all the Committee's technical and administrative matters as well as the safekeeping and systematic filing of Committee documents and records.

SECTION VII. EFFECTIVITY. This Executive Order shall take effect upon signing.

DONE in the Municipality of Bulakan, Province of Bulacan, this 1st day of February 2021.


VERGEL C. MENESES
Municipal Mayor