

# PURCHASE ORDER

DepEd, Division Of Baguio

Entity Name

IT

Supplier : <b>PANGHOI ENTERPRISES INC.</b>	P.O. No. : 19-06-063
Address : #58 Magsaysay Ave., Baguio City	Date : June 10, 2019
TIN: 000-279-800-000	Mode of Procurement : SVF

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : DepEd, Division Office Baguio	Delivery Term :
Date of Delivery : _____	Payment Term : after delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	bottle	Alcohol Ethyl, 68% to 70% 500 ml	100	80.00	8,000.00
2	pad	Notepad Stick On (post it) 2" x 3"	75	12.75	956.25
3	pad	Notepad Stick On (post it) 3" x 4"	75	21.25	1,593.75
4	pad	Notepad Stick On (post it) 3" x 3"	75	16.00	1,200.00
5	ream	Paper Multi Purpose (Copy) A4 70 gsm	175	180.00	31,500.00
6	ream	Paper Multi Purpose (Copy) Legal 70 gsm	75	190.00	14,250.00
7	pc	Record Book (300 pages)size 214mm x 278mm)	25	135.00	3,375.00
8	pc	Record Book (500 pages)size 214mm x 278mm)	25	165.00	4,125.00
9	jar	Glue All Purpose, gross weight 200 grams min	20	55.00	1,100.00
10	box	Staple Wire, for heavy duty 23/13	50	85.00	4,250.00
11	box	Clip Back fold,all metal, clamping 32mm	25	30.00	750.00
12	box	Clip Back fold,all metal, clamping 50mm	25	66.00	1,650.00
13	box	Fastener, metal, 70mm	30	44.00	1,320.00
14	pc	Sign Pen, Black, liquid gel ink, 0.5mm needle tip	100	14.00	1,400.00
15	pc	Sign Pen Blue, liquid gel ink, 0.5mm tip	100	14.00	1,400.00
16	box	Ballpen (black)	38	50.00	1,900.00
17	box	Ballpen (blue) 12/box	8	50.00	400.00
18	pack	Special Paper (short board)	100	23.50	2,350.00
19	pack	Special Paper (A4 Board)	100	25.50	2,550.00
20	pack	Special Paper (short) 90 gsm	300	16.00	4,800.00
21	pack	Special Paper A4 (90 gsm)	300	20.00	6,000.00
22	pc	Folder Expanding (long) color Blue, green & red	150	9.50	1,425.00
23	pack	Sticker Paper (A4)	50	68.00	3,400.00
24	pad	Yellow Pad,	4	58.00	232.00
25	pack	Special paper for certificate 200gsm	55	26.50	1,457.50
*** Nothing Follows***					

Office Supplies for the Division Office for 2nd Quarter 2019


			TOTAL	101,384.50
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Total Amount in Words: **One Hundred One Thousand Three Hundred Eighty Four Pesos and 50/100 only**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

  
PANGHOI ENTERPRISES INC.  
6-14-19

  
FEDERICO P. MARTIN, Ed.D, C.Ed.D, CESO V  
Schools Division Superintendent

Date

Fund Cluster : _____	ORS/BURS No. : _____
Funds Available : _____	Date of the ORS/BURS: _____
<b>LILIBETH G. DECSI</b> Accountant III	Amount : _____



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Cordillera Administrative Region  
SCHOOLS DIVISION OF BAGUIO CITY  
# 82 Military Cut-Off, Baguio City



## NOTICE OF AWARD

**LOIS UY**  
Panghoi Enterprises Inc.

Dear *Ms. Uy*

We are pleased to notify you that your price quotation and proposal for the procurement of Office Supplies for Division Office for the Second Quarter, 2019 in the amount of PHILIPPINE PESOS **One Hundred One Thousand Three Hundred Eighty Four Pesos and 50/100 only (Php 101,384.50)** inclusive of appropriate taxes and fees, has been accepted.

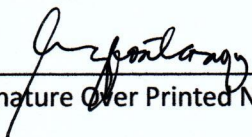
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,

  
**FEDERICO P. MARTIN, EdD, CEEd, CESO V**  
Schools Division Superintendent

**CONFORME:**

  
\_\_\_\_\_  
(Signature Over Printed Name)

6-7-19  
\_\_\_\_\_  
(Date)

06/07/19  
/pjn/



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Cordillera Administrative Region  
SCHOOLS DIVISION OF BAGUIO CITY  
*# 82 Military Cut-Off, Baguio City*



## NOTICE TO PROCEED

**LOIS UY**  
PANGHOI Enterprises Inc

Dear Ms. Uy:

This refers to our award of contract to your company for the procurement of Office Supplies for Division Office for the Second Quarter 2019 in the amount of PHILIPPINE PESOS **One Hundred One Thousand Three Hundred Eighty Four Pesos and 50/100 only (PhP 101,384.50)** inclusive of appropriate taxes and fees.

In relation thereto, notice is hereby given to your company that the implementation of the said project shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached contract.

Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,

  
**FEDERICO P. MARTIN, EdD, CEEd, CESO V**  
*Schools Division Superintendent*

**CONFORME:**

  
\_\_\_\_\_  
(Signature Over/Printed Name)

\_\_\_\_\_  
(Date)

06/11/19  
/pjn/



# Quality Form

## BAC Resolution



Document Code: TLF-OSDS-BAC-007

Revision: 00

Effectivity date: 08-20-2018

Name of Office:

**OSDS-BAC**

### RESOLUTION NO. 088, S. 2019

#### RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT

**WHEREAS** the BAC received a request for the procurement of *office supplies for Division Office for the 2<sup>nd</sup> Quarter* with an Approved Budget for the Contract (ABC) of *One Hundred Nine Thousand Seven Hundred Four Pesos and 50/100 only (Php 109,704.50)* (Annex A);

**WHEREAS** the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 mandates that all procurement shall be done through competitive bidding;

**WHEREAS** the same IRR of RA 9184 provides for exemption under Rule XVI – Alternative Methods of Procurement;

**WHEREAS** pursuant to Section 48 of the afore-cited Rule, the Department of Education – Division of Baguio City (DO) may resort to the alternative method of – *Small Value Procurement* to promote economy and efficiency if the amount involved does not exceed the threshold prescribed in Annex “H” of the IRR and does not fall under shopping in Section 52 of this IRR;

**NOW THEREFORE**, We, the Members of the Bids and Awards Committee, do hereby **RESOLVED** as it is hereby **RESOLVED**, to resort to the alternative method of - *Small Value Procurement* for the procurement of *office supplies for Division Office for the 2<sup>nd</sup> Quarter*;

**RESOLVED FINALLY**, to post this Resolution at the DO Website, PhilGEPS (if Php50,000.00 and above), and other conspicuous place at the premises of the DO.

May 22, 2019, *Baguio Division Office Conference Hall, Baguio City.*

  
**SORAYA T. FACULO, PhD.**

*BAC Chairperson*

  
**JULIET SANNAD**

*BAC Vice-Chairperson*

  
**FERNANDO B. ELEPONGA**

*BAC Member*

  
**FRANCISCO C. COPSIYAN**

*BAC Member*

**JULIA LADIONG**

*BAC Member*

  
**BELEN TOMIN**

*BAC Member*

  
**NIEVES D. EBANIO**

*BAC Member*

**APPROVED:**

  
**FEDERICO P. MARTIN, Ed.D., C.Ed.D., CESO V**

*Schools Division Superintendent*

Approved on

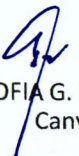
5/22/19

Abstract of bids or quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ open on **June 6, 2019** at DepEd, Baguio City Division

ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	PANGHOI ENTERPRISES INC.	JC COMMERCIAL	COKINS EVERYWEAR & GEN. MDSE.
1	bottle	100	Alcohol Ethyl, 68% to 70% 500 ml	<b>8,000.00</b>	<b>8,500.00</b>	<b>7,800.00</b>
2	pad	75	Notepad Stick On (post it) 2" x 3"	<b>956.25</b>	<b>1,050.00</b>	<b>1,275.00</b>
3	pad	75	Notepad Stick On (post it) 3" x 4"	<b>1,593.75</b>	<b>1,725.00</b>	<b>1,950.00</b>
4	pad	75	Notepad Stick On (post it) 3" x 3"	<b>1,200.00</b>	<b>1,425.00</b>	<b>1,650.00</b>
5	ream	175	Paper Multi Purpose (Copy) A4 70 gsm	<b>31,500.00</b>	<b>33,600.00</b>	<b>33,075.00</b>
6	ream	75	Paper Multi Purpose (Copy) Legal 70 gsm	<b>14,250.00</b>	<b>15,375.00</b>	<b>15,525.00</b>
7	pc	25	Record Book (300 pages)size 214mm x 278mm	<b>3,375.00</b>	<b>3,550.00</b>	<b>1,425.00</b>
8	pc	25	Record Book (500 pages)size 214mm x 278mm	<b>4,125.00</b>	<b>4,100.00</b>	<b>2,125.00</b>
9	jar	20	Glue All Purpose, gross weight 200 grams min	<b>1,100.00</b>	<b>1,160.00</b>	<b>880.00</b>
10	box	50	Staple Wire, for heavy duty 23/13	<b>4,250.00</b>	<b>4,650.00</b>	<b>2,300.00</b>
11	box	25	Clip Back fold,all metal, clamping 32mm	<b>750.00</b>	<b>900.00</b>	<b>600.00</b>
12	box	25	Clip Back fold,all metal, clamping 50mm	<b>1,650.00</b>	<b>1,700.00</b>	<b>1,575.00</b>
13	box	30	Fastener, metal, 70mm	<b>1,320.00</b>	<b>1,500.00</b>	<b>1,350.00</b>
14	pc	100	Sign Pen, Black, liquid gel ink, 0.5mm needle tip	<b>1,400.00</b>	<b>2,100.00</b>	<b>2,150.00</b>
15	pc	100	Sign Pen Blue, liquid gel ink, 0.5mm tip	<b>1,400.00</b>	<b>2,100.00</b>	<b>2,150.00</b>
16	box	38	Ballpen (black)	<b>1,900.00</b>	<b>2,204.00</b>	<b>1,938.00</b>
17	box	8	Ballpen (blue) 12/box	<b>400.00</b>	<b>464.00</b>	<b>408.00</b>
18	pack	100	Special Paper (short board)	<b>2,350.00</b>	<b>2,800.00</b>	<b>2,400.00</b>
19	pack	100	Special Paper (A4 Board)	<b>2,550.00</b>	<b>3,200.00</b>	<b>2,600.00</b>
20	pack	300	Special Paper (short) 90 gsm	<b>4,800.00</b>	<b>6,600.00</b>	<b>8,400.00</b>
21	pack	300	Special Paper A4 (90 gsm)	<b>6,000.00</b>	<b>7,500.00</b>	none
22	pc	150	Folder Expanding (long) color Blue, green & red	<b>1,425.00</b>	<b>2,250.00</b>	<b>1,950.00</b>
23	pack	50	Sticker Paper (A4)	<b>3,400.00</b>	<b>3,900.00</b>	<b>1,600.00</b>
24	pad	4	Yellow Pad,	<b>232.00</b>	<b>280.00</b>	<b>104.00</b>
25	pack	55	Special paper for certificate 200gsm	<b>1,457.50</b>	<b>2,310.00</b>	<b>1,320.00</b>
			***NOTHING FOLLOWS***			
				<b>101,384.50</b>	<b>114,943.00</b>	<b>96,550.00</b>

We hereby certify that the bids or quotations received were opened at the date and hour indicated and the prices offered as stated above.

**BAC Members:**

  
SOFIA G. BERMUDEZ  
Canvasser:

  
JULIET C. SANNAD  
BAC Vice Chairman

JULIA L. LADIONG  
Member

FERNANDO B. ELEPONGA  
Member

  
BELEN R. TOMIN  
Member

  
FRANCISCO C. COPSIYAN  
Member

NIEVES D. EBANIO  
Member

Award is hereby given to the bidders for items checked in red ink, prices quoted being the lowest and the most advantageous to the government.

  
SORAYA T. FACULO, Ph.D.  
BAC CHAIRMAN