



Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
82 Military Cut-Off, Baguio City
Telefax No. (074) 442-7819



INVITATION TO BID FOR

CY 2019 Basic Educational Facilities Fund Repair of Classrooms at Josefa Cariño Elementary School

Bid Reference No. 048, s.2019

Approved Budget for the Contract – P 11,791,551.68

1. The *Department of Education, Schools Division of Baguio City*, through the *CY 2019 Basic Educational Facilities Fund* intends to apply the sum of *Eleven Million Seven Hundred Ninety One Thousand Five Hundred Fifty One Pesos and 68/100 only (P11,791,551.68)* being the Approved Budget for the Contract (ABC) to payments under the contract for *CY 2019 Basic Educational Facilities Fund Repairs of Classrooms at Josefa Cariño Elementary School*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
 2. The *Department of Education, Schools Division of Baguio City* now invites bids for *2019 Basic Educational Facilities Fund Repairs of Classrooms at Josefa Cariño Elementary School*. Completion of the Works is required *within 150 calendar days*, with the starting date to commence within seven (7) calendar days upon the Contractor's receipt of the Notice to Proceed. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
 3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act."
- Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.
4. Interested bidders may obtain further information from *Department of Education, Schools Division of Baguio City, #82 Military Cut-Off, Baguio City* and inspect the Bidding Documents at www.depedpines.com or the address given from *8:00 am to 5:00 pm, Monday to Friday*.
 5. A complete set of Bidding Documents may be acquired by interested bidders on *November 20, 2019* from the address below and *upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Twenty Five Thousand Pesos only (Php25,000.00)*.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, www.depedpines.com, provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The *Department of Education, Schools Division of Baguio City* will hold a Pre-Bid Conference on **November 29, 2019, 9:00 AM** at *Department of Education, Schools Division of Baguio City Conference Hall, # 82 Military Cut-Off, Baguio City*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **December 11, 2019, 9:00 AM**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

Bid opening shall be on **December 11, 2019, 10:00 AM** at *Department of Education, Schools Division of Baguio City Conference Hall, # 82 Military Cut-Off, Baguio City*. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.
8. Contractors under Small A and Small B categories without similar experience on the contract to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost (ARCC) of their registration based on the guidelines as prescribed by the PCAB.
9. The *Department of Education, Schools Division of Baguio City* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

JULIET C. SANNAD

BAC Chairperson


Department of Education, Schools Division of Baguio City

Address: # 82 Military Cut – Off, Baguio City

Email Add: depedbaguiocity@gmail.com

Telefax No.: (074) 442 - 7819

Website: www.depedpines.com



JULIET C. SANNAD
BAC Chairperson

Repair and Rehabilitation of Classrooms under BEFF CY 2018-Lot 3 (Balatoc ES, Binga ES and Tinongdan ES)	December 17, 2018	Php 5, 861,810.00	
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4 Bidder's statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid

Findings					Remarks
Name of Contracts	Date Started	Target Date of Completion	Value of Unperformed Contract	Status of Accom.	
a. Continuation of Road Improvement at Serafica Road Crystal Cave Baguio City. B. Construction of Drainage Canal Including Road Improvement at Muller Crystal Cave, Baguio City	November 6, 2019		₱34,261.85	93.57%	No Date Completion Stated
C. Repair and Rehabilitation of Hanging Creek Bridge and Flood Control	October 8, 2019		₱907,800.00	31.46%	No Date Completion Stated
D. Construction of Evacuation Center and Multi Purpose Hall at Joaquin Smith	September 6, 2019		₱2,200,253.00	50.86%	No Date Completion Stated

Total Value of Outstanding/Unperformed Contract		₱3,142,314.85
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5 Computed Net Financial Contracting Capacity (NFCC)

Findings	
Current Assets	3,787,097.80
Current Liabilities	0
Value of Outstanding Contracts	3,142,314.85
Computed Net Financial Capacity (NFCC)	53,664,152.15

Lot No.	Lowest Bid Price	Total Sum of Lowest Bid Price
	₱11,194,545.04	₱11,194,545.04

Criteria	Remarks
NFCC should be higher than the Total Sum of the Lowest Bid Price	complied

Incase of Credit Line Certificate was submitted: (for goods only)

Credit Line Certificate	Findings	Remarks
Issuing Bank		
Amount		
Condition of the CLC		

6 Omnibus Sworn Statement

Omnibus Sworn Statement	Findings	Remarks
In accordance with prescribed form		
Nortary Public	EDGAR S. MONOTEN	
Signed by Authorized Representative	MIGUEL A. KISWA	

7 Bidder's conformity with the Technical Specifications with bidder's statement of compliance and original signature of bidder's authorized signatory	Remarks complied
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8 Bidder's conformity with the Schedule of Requirements with bidder's statement of compliance and original signature of bidder's authorized signatory	Remarks complied
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9	Result in the determination of conformity of submitted samples, (if applicable)	Remarks
		N/A

10 Income and Business Tax Returns

Tax Returns	Findings	Remarks
Tax Year	December 31, 2018	paid by LBP's
BIR Electronic Filing Payment System (eFPS)	Reference no. 221900028790996	

Evaluated by:


Engr. PAUL LOMAS-E
 Division Engineer


DENNIS DANWIS
 BAC Secretariat

Approved:

BIDS AND AWARDS COMMITTEE




JULIET C. SANNAD
 BAC Chairman


FERNANDO ELEPONGA
 BAC Vice-Chairman


FRANCISCO COPSIYAN
 BAC Member

(on leave)
BELEN TOMIN
 BAC Member


NIEVES EBANIO
 BAC Member

	Quality Form		Document Code: TLF-OSDS-BAC-007 Revision: 00 Effectivity date: 08-20-2018
	BAC Resolution		Name of Office: OSDS-BAC

RN 014, 2020

BAC Resolution Declaring LCRB and Recommending Approval

RESOLUTION NO. 014 S. 2020

WHEREAS, the Department of Education advertised the Invitation to Apply for Eligibility and to Bid of the CY 2019 BASIC EDUCATIONAL FACILITIES FUND REPAIR OF CLASSROOM AT JOSEFA CARIÑO ELEMENTARY SCHOOL and posted the same in the PhilGEPs and a conspicuous place at the premises of the Department of Education, Division of Baguio City with an Approved Budget for the Contract (ABC) of **Eleven Million Seven Hundred Ninety One Thousand Five Hundred Fifty One Pesos and 68/100 only (₱11,791,551.68)**;

WHEREAS, in response to the said advertisement, only ONE (1) supplier/s namely **MHIGS CONSTRUCTION** purchased Bid Documents and participated in the Opening of Bids on December 11, 2019;

WHEREAS, the bid proposal of **MHIGS CONSTRUCTION** was found to be substantially complying to wit:

	Name of Bidder	Bid Amount (As Calculated) (Net of Discount)	% Variance from ABC
1	MHIGS Construction	₱ 11,194,545.04	5.063%

WHEREAS, on January 10, 2020, the end-user conducted the post qualification or detailed examination of the bid of the lowest and lone bidder namely **MHIGS CONSTRUCTION**;

WHEREAS, upon careful examination, validation and verification of the eligibility, technical and financial requirements that they have submitted, **MHIGS CONSTRUCTION** has been found to be in order in all respect, complying as to the technical specifications and financial requirements and is considered as the bidder with the Lowest Calculated and Responsive Bid;

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

- a) To declare **MHIGS CONSTRUCTION** as the Bidder with the Lowest Calculated and Responsive Bid in the amount of **ELEVEN MILLION ONE HUNDRED NINETY FOUR THOUSAND FIVE HUNDRED FORTY FIVE PESOS and 04/100 ONLY (₱11,194,545.04)** for the project **CY 2019 BASIC EDUCATIONAL FACILITIES FUND REPAIR OF CLASSROOM AT JOSEFA CARIÑO ELEMENTARY SCHOOL**;
- b) To recommend for approval by the Schools Division Superintendent of the Department of Education, Division of Baguio the foregoing findings.






Quality Form
BAC Resolution

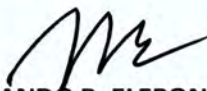


Document Code: TLF-OSDS-BAC-007
Revision: 00
Effectivity date: 08-20-2018
Name of Office:
OSDS-BAC

RN 014, 2020

RESOLVED, at the Baguio Division Office Conference Hall, this 16th day of January, 2020.


JULIET C. SANNAD
BAC Chairperson



FERNANDO B. ELEPONGA
BAC Vice-Chairperson


FRANCISCO C. COPSIYAN
BAC Member




BELEN TOMIN
BAC Member


NIEVES D. EBANIO
BAC Member

APPROVED:


MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

Approved on 1-23-2020
(date of approval)

	Quality Form		Document Code: TLF-OSDS-BAC-007 Revision: 00 Effectivity date: 08-20-2018
	BAC Resolution		Name of Office: OSDS-BAC

RN 014, 2020

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

- a) To declare **MHIGS CONSTRUCTION** as the Bidder with the Lowest Calculated and Responsive Bid in the amount of **ELEVEN MILLION ONE HUNDRED NINETY FOUR THOUSAND FIVE HUNDRED FORTY FIVE PESOS and 04/100 ONLY (₱11,194,545.04)** for the project **CY 2019 BASIC EDUCATIONAL FACILITIES FUND REPAIR OF CLASSROOM AT JOSEFA CARIÑO ELEMENTARY SCHOOL**;
- b) To recommend for approval by the Schools Division Superintendent of the Department of Education, Division of Baguio the foregoing findings.





Quality Form
BAC Resolution



Document Code: TLF-OSDS-BAC-007
Revision: 00
Effectivity date: 08-20-2018
Name of Office:
OSDS-BAC

RN 014, 2020

RESOLVED, at the Baguio Division Office Conference Hall, this 16th day of January, 2020.


JULIET C. SANNAD
BAC Chairperson


FERNANDO B. ELEPONGA
BAC Vice-Chairperson


FRANCISCO C. COPSIYAN
BAC Member


BELEN TOMIN
BAC Member


NIEVES D. EBANIO
BAC Member

APPROVED:



MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

Approved on 1-23-2020
(date of approval)



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
82 Military Cut-Off Baguio City
Tel. No.: 446-6738 Fax: (074) 442-7819



CY 2019 Basic Educational Facilities Fund Repair and Rehabilitation of Classrooms at Josefa Cariño Elementary School

Contract Agreement Form No. 002, s. 2020

THIS CONTRACT, made and entered into this 7th day of February, 2020 by and between the Department of Education, **Schools Division of Baguio City**, located at **#82 Military Cut-Off, Baguio City** represented herein by its **Schools Division Superintendent, MARIE CAROLYN B. VERANO, CESO V**, hereinafter referred to as the "Owner" of the one part and **MHIGS Construction**, represented herein by its **General Manager/ Proprietor, Mr. MIGUEL KISWA**, with office address at # 27 Balacbac Central, Sto Tomas Proper, Baguio City hereinafter referred to as the "Contractor" of the other part;

WHEREAS, the Entity is desirous that the Contractor execute *CY 2019 Basic Educational Facilities Fund Repair and Rehabilitation of Classrooms at Josefa Cariño Elementary School* (hereinafter called "the Works") and the Entity has accepted the Bid for **Eleven Million One Hundred Ninety Four Thousand Five Hundred Forty Five Pesos and 04/100 only (P11,194,545.04)** by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to;
2. The following documents shall be attached, deemed to form, and be read and construed as integral part of this Agreement, to wit:
 - (a) General and Special Conditions of Contract;
 - (b) Drawings/Plans;
 - (c) Specifications;
 - (d) Invitation to Bid;
 - (e) Instructions to Bidders;
 - (f) Bid Data Sheet;
 - (g) Addenda and/or Supplemental/Bid Bulletins, if any;
 - (h) Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - (i) Eligibility requirements, documents and/or statements;
 - (j) Performance Security;
 - (k) Notice of Award of Contract and the Bidder's conforme thereto; and
 - (l) Other contract documents that may be required by existing laws and/or the Entity.
3. The contract duration or completion period shall be 150 calendar days reckoned seven (7) calendar days from receipt of the Notice to Proceed by the contractor;

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4. In consideration of the payments to be made by the Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Entity to execute and complete the Works and remedy any defects therein in conformity with the provisions of this Contract in all respects;
5. The Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects wherein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract;
6. The Contract Price shall be paid to the Contractor through the Government disbursing procedures subject to the payment, retention money, and warranty provisions in the General Conditions of Contract, the Special Conditions of Contract, and the IRR of RA 9184;
7. The Contractor shall pay the Owner for Liquidated Damages (LD), and not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the works for every day of delay. The Owner shall deduct the liquidated damages from payments or any money due or which may become due the Contractor under this contract and/or collect such liquidated damages from the retention money or other securities posted by the Contractor whichever is convenient to the Owner. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of this contract, the Owner shall rescind this Contract, without prejudice to other courses of action and remedies open to the Owner;
8. The Contractor shall post a Warranty Security valid for one (1) year from the date of Certificate of Final Acceptance issued by the Owner in any of the following amounts and forms:

5% of the Contract Price	Cash; or Letter of Credit issued by a Universal or Commercial Bank; if issued by a foreign bank, the LC shall be confirmed or authenticated by a Universal or Commercial Bank
10% of the Contract Price	Bank Guarantee confirmed by a Universal or Commercial Bank

9. The Division Procurement Implementation Team (DPRIT), Division Inspectorate Team for Infrastructure, school head, physical facilities coordinator, school inspectorate committee and members of PTA/SGC, are authorized to monitor the project;
10. Removed/Salvaged/Replaced Materials should remain as property of the school;
11. The project engineer duly assigned by the contractor will update the school/procuring entity on the progress of the project twice a month using the template to be provided before the start of the project;
12. Contractor shall likewise:
 - a. bring own water tank and procure own water supply;
 - b. use CR but is in charge of cleanliness and siphoning of septic tank (upon 90% project completion);
 - c. pay share in electric bill and must install sub meter;

- d. require its own workers to have IDs and if possible, uniforms for easy identification and to prevent unauthorized persons entering the school premises specially at night;
 - e. allot at least 15 minutes for cleaning before the end of working hours (areas accessed by students affected by the work);
 - f. require workers strictly not to smoke and drink alcohol at any time inside the school premises and work site;
 - g. require workers to properly dispose momma and garbage which must be segregated;
 - h. require workers that the barracks will be strictly for authorized workers only (no family members allowed to stay overnight);
 - i. workers to observe "No-contact" rule with students of the subject school;
 - j. Install warning device/signs and perimeter fence where necessary to keep students away from site hazards;
13. The contractor shall conduct site clearing before turnover;
 14. The amount of the advance payment of 15% of the Contract Price is to be released to contractor upon issuance of the Notice to Proceed and upon the availability of man power and functional equipment, materials and project billboard on site;
 15. Project Engineer, Project General Manager, and Foreman must be present on site on all working days.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed the day and year first before written.

SIGNED SEALED AND DELIVERED BY:

Binding Signature of PROCURING ENTITY:

Binding Signature of Contractor:

MARIE CAROLYN B. VERANO, CESO V
Head of the Procuring Entity

MIGUEL A. KISWA
Owner

SIGNED IN THE PRESENCE OF:

WITNESSES

CASTRO CANUTO
School Head

Witness 1

BELKYS M. OLAVERIA JR.

Witness 2

Allotment Available:

Funds Available:

BELEN R. TOMIN
Administrative Officer V/Budget

LILIBETH G. DEGSI, CPA, MHRM
Accountant III

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in _____, Philippines, this ___ day of _____, 2020, personally appeared:

GOVERNMENT ISSUED IDENTIFICATIONS
(Passport, Driver's License, SSS, GSIS, Philhealth... IDs)

NAME	NUMBER	ISSUED AT
OWNER MARIE CAROLYN B. VERANO, CESO VI	61080301633	BAGUIO CITY
CONTRACTOR _____	_____	_____

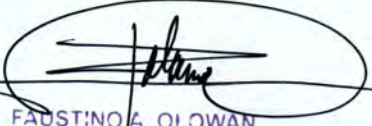
Known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is the free and voluntary act and deed of the entities which they respectively represent.

The foregoing instrument is a CONTRACT consisting of four (4) pages (exclusive of attachments), including this page on which this acknowledgment is written and signed by the parties and their instrument witnesses on the left hand margin of each and every page hereof.

WITNESS MY HAND AND NOTARIAL SEAL, on the date and place first above written.

Notary Public

Doc. No. 247
Page No. 50
Book No. 118
Series of 2020.


FAUSTINO A. OLOWAN
 Notary Public
 Notarial Commission expires on December 31, 2020
 Serial No. N.A. 101-NC-19-H; 14 January 2019; Baguio City
 Privilege Tax Receipt No. 4494662; 03 January 2020, Baguio City
 IBP OR Membership No. 04404; 03 January 2020, Baguio-Benguet Chapter
 M.C.L.E. Compliance No. VI-0097E10; April 14, 2022, Pasig City
 Reg. No. 40336; April 10, 1996. TIN: 120-009-191
 Doc. No. _____ Page No. _____ Bk. No. _____ Series of 2020



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



NOTICE OF AWARD

January 20, 2020

MIGUEL A. KISWA

Proprietor
 MHIGS Construction
 # 27 Balacbac Central, Sto Tomas Proper,
 Baguio City

Project: CY 2019 Basic Educational Facilities Fund Repair of Classroom at Josefa Cariño Elementary School

Mr. Kiswa:

We are pleased to notify you that your bid(s) for the Project, is/are hereby accepted in the total amount of PHILIPPINE PESOS **Eleven Million One Hundred Ninety Four Thousand Five Hundred Forty Five Pesos and 04/100 only (P 11,194,545.04)** inclusive of appropriate taxes and fees, has been accepted pursuant to DepED BAC Resolution No. 014 s. 2020. ONLY with the following details:

Lot No	Project Description	Location	Contract Duration	Contract Amount
	CY 2019 Basic Educational Facilities Fund Repair of Classroom Josefa Cariño Elementary School	Yandoc St., Baguio City	150 calendar days	P 11,194,545.04

Kindly affix your signature on the space provided below to indicate your acceptance of this notice and the bid price(s) after having been evaluated in accordance with the issued Bidding Documents. You are hereby required to enter into a formal contract with us and submit the following within ten (10) calendar days from receipt of this notice:

- a. **Ten percent (10%)** of the total contract price in the form of cash; cashier's check, or manager's check issued by a universal or commercial bank; **Thirty percent (30%)** of the total contract price in the form of Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; bank draft, bank guarantee or irrevocable letter of credit issued by a universal or commercial bank, provided, that it shall be confirmed or authenticated by a universal or commercial bank if issued by a foreign bank; the performance security shall be callable on demand without the necessity on our part to substantiate our demand or prove or show grounds or reasons for our demand for the total sum specified herein.
- b. Tax clearance per Executive Order 398, series of 2005;
- c. Latest income and business tax returns per Revenue Regulations 3-2005;
- d. Certificate of PhilGEPS Registration.

- e. Other contract documents that may be required by existing laws and/or the procuring entity concerned in the Bidding documents, such as the construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the Department of Labor and Employment and PERT/CPM for infrastructure projects.

Failure to enter into a contract with us or submit the Performance Security shall constitute a sufficient ground for cancellation of this award, forfeiture of your bid security or enforcement of your Bid Securing Declaration, and imposition of appropriate sanctions.

Please return the original copy of this Notice to the DepED , Division of Baguio City through its BAC Secretariat located at #82 Military Cut Off, Baguio City within two (2) days from date of your receipt hereof in accordance with **ITB 30.2** of the Bidding Documents.

Very truly yours,



MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

CONFORME:

MARIVEL X. KISUK
(Signature Over Printed Name)

GEN. MANAGET
(Designation and Name of Company)

Jan. 27 - 2020
(Date)



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



NOTICE TO PROCEED

February 17, 2020

MIGUEL A. KISWA

Proprietor
MHIGS Construction
27 Balacbac Central, Sto Tomas Proper,
Baguio City

Sir:

The attached Contract Agreement having been approved, notice is hereby given to **MHIGS Construction** that work may proceed on the **CY 2019 Basic Educational Facilities Fund Repair of Classrooms at Josefa Cariño Elementary School** in the amount indicated in the Notice to Award/Contract and to complete the said works within **150 calendar days**.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **DepEd, Schools Division of Baguio City**.

Very truly yours,

MARIE CAROLYN B. VERANO, CESO V
Schools Division Superintendent

I acknowledge receipt of this Notice on MARCH 20 2020

Name of the Representative of the Bidder: _____

Authorized Signature: MIGUEL A. KISWA
(Signature over printed name)