

# PURCHASE ORDER

IT

DepEd, Division Of Baguio

Entity Name

Supplier : <b>ADOLFO REALTY CORPORATION</b> Address : #1 J. Felipe ST., Cor. Gibraltar Road, Baguio City TIN: 218-412-240-000	P.O. No. : 19-12-300 Date : December 26, 2019 Mode of Procurement : SVP
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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	pax	Meals: January 23, 2020	130	110.00	14,300.00
		AM SNACKS			-
		Mixed fruits w/ rice cake (Kakanin)			-
	pax	LUNCH	130	380.00	49,400.00
		Soup: Cream of mushroom			-
		Main Dish:			-
		Beef w/ mushroom and young corn, Buttered			-
		Fried Chicken, vegetable platter, Fish Fillet			-
		w/ black beans sauce (tausi)			-
		**Served with steamed rice			-
		Dessert: Crystal gelatin w/ lychees			-
		*Controlled Buffet			-
	pax	PM SNACKS	130	110.00	14,300.00
		Sliced chocolate cake (triangle or square)			-
		JANUARY 22 and 23, 2020 (2 nights)			-
	pax	DINNER	4	830.00	3,320.00
		Soup: Bird's nest soup			-
		Main Dish:			-
		Fried Chicken, vegetable platter, Fish Fillet			-
		*Served w/ steamed rice			-
		Dessert: Fresh fruits			-
		*w/ overflowing coffee and tea/lemon grass			-
2	rooms	ROOM ACCOMODATION (3 days, 2 nights)	2	7,280.00	14,560.00
		1 room for male, 1 room for female (good for 4 pax)			
		*w/ complimentary breakfast			
		Check IN: January 22, 2020; 2:00pm			
		Check OUT: January 24, 2020, 12:00 nn			
		Twin Quad Sharing (2 persons per room)			
		Single or twin bed sharing is acceptable as long as the bed is King size			
		Toiletries must be provided (soap, shampoo, towel and tissue) with functional hot and cold shower)			







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



## NOTICE OF AWARD

DEC. 23, 2019

**JINKY TALINGDAN**  
ADOLFO REALTY CORP.

Dear *Ms. Talingdan*:

We are pleased to notify you that your price quotation and proposal for the procurement of Meals, venue and accommodation for the conduct of Orientation on Partnership Building for School Administrators in the amount of PHILIPPINE PESOS **Ninety Five Thousand Eight Hundred Eighty Pesos Only (Php 95,880.00)** 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,

**MARIE CAROLYN B. VERANO CESO VI**  
*Schools Division Superintendent*

CONFORME:

(Signature Over Printed Name)

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

12/23/19  
/pjn/





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**DEPARTMENT OF EDUCATION**  
Cordillera Administrative Region  
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# 82 Military Cut-Off, Baguio City



## NOTICE TO PROCEED

Dec. 27, 2019

**JINKY TALINGDAN**

Adolfo Realty Corp.

Dear Ms. Talingdan:

This refers to our award of contract to your company for the procurement of Meals, venue and accommodation for the conduct of Orientation on Partnership Building for School Administrators in the amount of PHILIPPINE PESOS **Ninety Five Thousand Eight Hundred Eighty Pesos Only (Php 95,880.00)** 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,

**MARIE CAROLYN B. VERANO, CESO VI**  
*Schools Division Superintendent*

**CONFORME:**

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(Signature Over Printed Name)

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

12/27/19  
/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. 455, S. 2019

#### RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO ADOLFO REALTY CORPORATION

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of meals and snacks and accommodation of speakers for the conduct of “**Orientation on Partnership Building for Schools Administrators**” with an Approved Budget for the Contract (ABC) of **Ninety Five Thousand Eight Hundred Eighty Pesos only (₱95,880.00)** (Annex A);

**WHEREAS** on December 16, 2019, the DepEd – Bids and Awards Committee (BAC) posted/published the Request For Quotation (RFQ) for the said procurement project. The following suppliers/distributors signified their intent to participate by submitting their respective quotations/proposals, *to wit*:

Supplier/Distributors	Quotation (Php)
ADOLFO REALTY CORPORATION	₱ 95,880.00
HOTEL SUPREME	₱ 101,600.00
RIDGEWOOD HOTEL	₱ 116,000.00

**WHEREAS** per evaluation, below are non-compliant with the specifications set forth in the TOR:

Supplier/Distributors	Non-Compliance
HOTEL SUPREME	Quote is above ABC
RIDGEWOOD HOTEL	Quote is above ABC

**WHEREAS** the proposal of **ADOLFO REALTY CORPORATION** is found to be the most compliant with the PR, and its price quotation amounting to **Ninety Five Thousand Eight Hundred Eighty Pesos only (₱ 95,880.00)** is the most economical and advantageous to the Government, thereby rendering the same as the lowest calculated responsive bid;


**WHEREAS** Section 12 of R.A. No. 9184 mandates that the BAC shall recommend the award of the contract to the Head of the Procuring Entity or his/her duly authorized representative.

**NOW THEREFORE**, for and in consideration of the foregoing, **We**, the Members of the Bids and Awards Committee, hereby **RECOMMEND** to the Schools Division Superintendent the **AWARD OF CONTRACT** via Alternative Method of Procurement – Small Value Procurement to **ADOLFO REALTY CORPORATION** for the procurement of meals and snacks and accommodation of speakers for the conduct of “**Orientation on Partnership Building for Schools Administrators**” in the amount **Ninety Five Thousand Eight Hundred Eighty Pesos only (₱ 95,880.00)** inclusive of appropriate taxes and fees.


RESOLVED, this 26<sup>th</sup> day of December 2019, Baguio Division Office Conference Hall, Baguio City.

  
**JULIET C. SANNAD**  
 BAC Chairperson

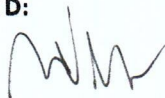
**FERNANDO B. ELEPONGA**  
 BAC Vice-Chairperson

  
**FRANCISCO C. COPSIYAN**  
 BAC Member

**BELEN TOMIN**  
 BAC Member

  
**NIEVES D. EBANIO**  
 BAC Member

APPROVED:







**RESOLUTION NO. 378, S. 2019**

**RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT**

**WHEREAS** the BAC received a request for the procurement of meals, venue and accommodation for the conduct of **“Orientation on Partnership Building for School Administrators”** with an Approved Budget for the Contract (ABC) of ***Ninety Five Thousand Eight Hundred Eighty Pesos only (Php95,880.00)*** (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 procurement – ***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 procurement – ***Small Value Procurement*** for the procurement of meals, venue and accommodation for the conduct of **“Orientation on Partnership Building for School Administrators”**;

**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.

December 13, 2019, *Baguio Division Office Conference Hall, Baguio City.*

  
**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 12-13-19  
(date of approval)

Abstract of bids or quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ open on **December 23, 2019** at DepEd, Baguio City Division

ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	ADOLFO REALTY CORPORATION	RIDGEWOOD HOTEL	SUPREME HOTEL
1	pax	130	Meals: January 23, 2020 AM SNACKS Mixed fruits w/ rice cake (Kakanin)	14,300.00	104,000.00	26,000.00
	pax	130	LUNCH Soup: Cream of mushroom Main Dish: Beef w/ mushroom and young corn, Buttered Fried Chicken, vegetable platter, Fish Fillet w/ black beans sauce (tausí) **Served with steamed rice Dessert: Crystal gelatin w/ lychees *Controlled Buffet	49,400.00		44,200.00
	pax	130	PM SNACKS Sliced chocolate cake (triangle or square) JANUARY 22 and 23, 2020 (2 nights)	14,300.00		6,000.00
	pax	4	DINNER Soup: Bird's nest soup Main Dish: Fried Chicken, vegetable platter, Fish Fillet *Served w/ steamed rice Dessert: Fresh fruits *w/ overflowing coffee and tea/lemon grass	3,320.00	12,000.00	
2	rooms	2	ROOM ACCOMODATION (3 days, 2 nights) 1 room for male, 1 room for female (good for 4 pax) *w/ complimentary breakfast Check IN: January 22, 2020; 2:00pm Check OUT: January 24, 2020, 12:00 nn Twin Quad Sharing (2 persons per room) Single or twin bed sharing is acceptable as long as the bed is King size Toiletries must be provided (soap, shampoo, towel and tissue) with functional hot and cold shower)	14,560.00		10,800.00



