



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
Division of Baguio City  
West Central District  
**PACDAY QUINIO ELEMENTARY SCHOOL**  
Km. 4, Asin Road, Baguio City



## NOTICE OF AWARD

**DANIEL S. CO**  
COKINS EVERYWEAR & GEN. MERCHANDISE

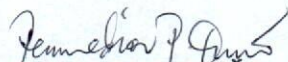
Dear Mr. CO:

We are pleased to notify you that your price quotation and proposal for the procurement of supplies & materials in the amount of PHILIPPINE PESOS **Sixty-Seven Thousand Seven Hundred Seventy-Nine Pesos Only (Php 67,779.00)** inclusive of appropriate taxes and fees, has been accepted.

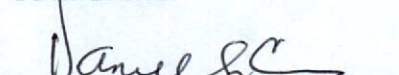
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

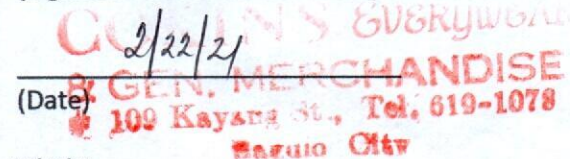
Thank you.

Very truly yours,

  
**REMEDIOS P. QUINO**  
School Head

CONFORME:

  
(Signature over Printed Name)

  
2/22/21  
(Date)

02/22/21  
/rba/





Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
Division of Baguio City  
West Central District



**PACDAY QUINO ELEMENTARY SCHOOL**  
Km. 4, Asin Road, Baguio City

## NOTICE TO PROCEED

**DANIEL S. CO**  
COKINS EVERYWEAR & GEN. MERCHANDISE

Dear Mr. CO:

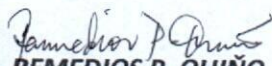
This refers to our award of contract to your company for the procurement of supplies & materials in the amount of PHILIPPINE PESOS **Sixty-Seven Thousand Seven Hundred Seventy-Nine Pesos Only (Php 67,779.00)** inclusive of appropriate taxes and fees.

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.

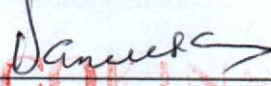
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,

  
**REMEDIOS P. QUIÑO**  
School Head

CONFORME:

  
(Signature over Printed Name)  
**COKINS EVERYWEAR & GEN. MERCHANDISE**  
(Date) **2/23/21**  
**100 Kayang St., Tel. 619-1079**  
**Baguio City**

02/23/21  
/rba/





**PURCHASE ORDER**  
 Department of Education  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**



Supplier: <b>COKINS EVERYWEAR &amp; GEN. MERCHANDISE</b>	P.O No. 2021-02-001
Address: <b>#109 KAYANG ST., BAGUIO CITY</b>	Date: February 22, 2021
TIN: <b>165-287-295-000</b>	Mode of Procurement - SHOPPING/SVP

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

Place of Delivery: <u>Pacday Quinio Elementary School</u>	Delivery Term: _____
Date of Delivery: _____	Payment Term: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Amount
1	reams	Paper, Multi-purpose copy (A4, 70 gsm)	95	162.00	15390.00
2	box	Staple wire (23/13)	7	40.00	280.00
3	box	Staple wire (26/6)	31	27.00	837.00
4	roll	Tape, transparent (24mm x 1mm)	31	12.00	372.00
5	roll	Tape, transparent (48mm x 1mm)	31	18.00	558.00
6	piece	Correction tape, film base type (6m) min.	35	16.00	560.00
7	piece	Data file box, made of chipboard w/ closed ends	30	120.00	3600.00
8	set	Marker fluorescent (3 assorted colors per set)	31	53.00	1643.00
9	box	Paper clip, vinyl plastic coat (32mm) min.	30	7.00	210.00
10	box	Pencil lead w/ eraser (wood cased)	3	48.00	144.00
11	piece	Puncher paper, heavy duty w/ two whole guide	7	175.00	1225.00
12	piece	Stapler standard type load cap: 200 staples min.	5	120.00	600.00
13	bottle	Epson (T6642), Cyan	30	290.00	8700.00
14	bottle	Epson (T6643), Magenta	30	290.00	8700.00
15	bottle	Epson (T6644), Yellow	30	290.00	8700.00
16	piece	Duct tape, general purpose (3 inch wide 3m roll)	3	65.00	195.00
17	pack	Laminating film, long	7	575.00	4025.00
18	box	Surgical mask, 3 ply (50 pcs/box)	3	80.00	240.00
19	unit	Percolator	2	5,900.00	11800.00
Sixty-seven thousand seven hundred seventy-nine pesos only.					<b>67,779.00</b>

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: Signature over Printed Name of Supplier <b>COKINS EVERYWEAR &amp; GEN. MERCHANDISE</b> Date: <u>2/22/21</u>	Very truly yours,	 <b>REMEDIOS P. QUINO</b> Signature over Printed Name of Authorized Official Principal IV Designation
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Funds Cluster: <b># 109 Kayang St., Baguio City 01</b> Funds Available: _____ <div style="text-align: center;">   <b>BEBISIE H. DIZON</b>          Bookkeeper       </div>	ORS/BURS No.: _____ ALOBS No.: _____ Amount: _____
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**BIDS AND AWARDS COMMITTEE**

**RESOLUTION**

**RECOMMENDING THE AWARD OF CONTRACT FOR SMALL VALUE PROCUREMENT TO LASER MARKETING, COKINS EVERYWEAR & GEN. MERCHANDISE, & PANGHOI ENTERPRISES FOR THE PROCUREMENT OF SUPPLIES & MATERIALS NEEDED IN THE SCHOOL.**

**WHEREAS**, the Department of Education – Pacday Quinio Elementary School prepared the Purchase Order (PO) and Purchase Request (PR) for the procurement of supplies & materials needed in the school with an Approved Budget for the Contract (ABC) of Two Hundred Twenty-Four Thousand Eight Hundred Seventy-Four Pesos & 34/100 only (Php 224,874.34) (Annex A);

**WHEREAS**, on February 15, 2021, the DepED – Bids and Awards Committee (BAC) posted in the PhilGEPS website/published the Request For Quotation (RFQ) for the said procurement. The following suppliers/distributors signified their intent to participate by submitting their respective quotations/proposals;

Supplier/Distributors	Quotation (Php)
LASER MARKETING	PhP 221,285.50
COKINS EVERYWEAR & GEN. MERCHANDISE	PhP 125,277.25
PANGHOI ENTERPRISES	PhP 260,202.00

**WHEREAS**, on the other hand, the proposal of the following suppliers are found to be compliant with the PO, and its price quotation for the specific item is the most economical and advantageous to the Government, thereby rendering the same as the lowest calculated responsive bid;

Supplier/Distributors	Item	Price	Quotation (Php)
LASER MARKETING	Note pad, stick on	490.00	PhP 141,659.50
	Notebook, stenographer, spiral	420.00	
	Paper, Multi-purpose copy (Legal, 70gsm)	16,910.00	
	Record book, 300 pages	2,070.00	
	Tape, masking	350.00	
	Folder fancy, (A4 size)	1,230.00	
	Folder fancy, (Legal size)	1,470.00	
	Folder tag board (Legal size)	1,825.00	
	Folder L-type plastic (Legal size)	340.00	
	Epson (T6641) Black	11,000.00	
	Epson (003) Black	795.00	
	Sign pen, blue	604.50	
	Ball pen, black	140.00	
	Ball pen, red	140.00	
	Wall clock	1,975.00	
	Multi-functional printer	96,250.00	
	AVR	1,150.00	
Stapler, binder type heavy duty	4,500.00		
COKINS EVERYWEAR & GEN. MERCHANDISE	Paper, multi-purpose copy (A4, 70 gsm)	15,390.00	PhP 67,779.00
	Staple wire (23/13)	280.00	
	Staple wire (26/6)	837.00	
	Tape, transparent (24mm x 1mm)	372.00	



	Tape, transparent (48mm x 1mm)	558.00	
	Correction tape, film base type	560.00	
	Data file box	3,600.00	
	Marker fluorescent	1,643.00	
	Paper clip, vinyl plastic	210.00	
	Pencil lead	144.00	
	Puncher paper, heavy duty	1,225.00	
	Stapler standard type	600.00	
	Epson (T6642) cyan	8,700.00	
	Epson (T6643) magenta	8,700.00	
	Epson (T6644) yellow	8,700.00	
	Duct tape	195.00	
	Laminating film, long	4,025.00	
	Surgical mask	240.00	
	Percolator	11,000.00	
PANGHOI ENTERPRISES	Tape, electrical (18mm x 16M)	120.00	Php 3,120.00
	Ring binder plastic	1,350.00	
	Water dispenser	1,650.00	

**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 following:

- a) **AWARD OF CONTRACT** via Small Value Procurement to **LASER MARKETING, COKINS EVERYWEAR & GEN. MERCHANDISE, and PANGHOI ENTERPRISES** for the procurement of supplies & materials needed in the school in the amount of **One Hundred Forty-One Thousand Six Hundred Fifty-Nine Pesos & 50/100 only (Php 141,659.50), Sixty-Seven Thousand Seven Hundred Seventy-Nine Pesos only (Php 67,779.00), and Three Thousand One Hundred Twenty Pesos only (Php 3,120.00)** respectively inclusive of appropriate taxes and fees.

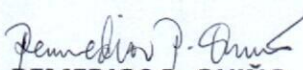
RESOLVED, at the Pacday Quinio Elementary School, this 22<sup>nd</sup> day of February, 2021.

  
**DETY H. GADDANG**  
 BAC Chairperson

  
**ARTHUR U. MANGILL**  
 BAC Vice-Chairperson

  
**KAREN GRACE C. DUYAN**  
 BAC Member

**APPROVED:**

  
**REMEDIOS P. QUIÑO**  
 School Head

Approved on 02-22-2021  
 (date of approval)