



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
 Division of Baguio City  
 District 7



ELPIDIO R. QUIRINO ELEMENTARY SCHOOL  
 Purok 2, Irisan Baguio City

## NOTICE OF AWARD

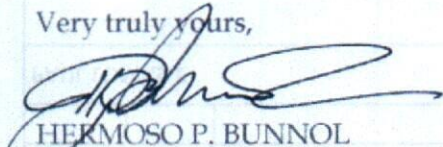
**COKINS EVERYWEAR AND GEN. MDSE.**  
 #109 Kayang St., Baguio City

Dear *Mr. Daniel S. Co*:

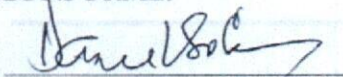
We are pleased to notify you that your price quotation and proposal for the procurement of school supplies in the amount of **PHILIPPINE PESOS Ninety-Five Thousand Four Hundred Seventy-Six Pesos (Php 95,476.00)** inclusive of appropriate taxes and fees, has been accepted.

Thank you.

Very truly yours,

  
 HERMOSO P. BUNNOL  
 School Principal

CONFORME:

  
 (Signature Over Printed Name)

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





Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
 Division of Baguio City  
 West Baguio Central District  
**ELPIDIO R. QUIRINO ELEMENTARY SCHOOL**  
 Purok 2, Irisan Baguio City



**NOTICE TO PROCEED**

**COKINS EVERYWEAR AND GEN. MDSE.**  
 #109 Kayang St., Baguio City

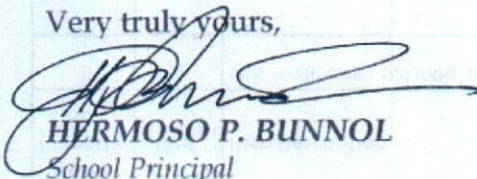
Dear Mr. Daniel S. Co:

This refers to our award of contract to your company for the procurement of Office supplies in the amount of PHILIPPINE PESOS **Ninety-Five Thousand Four Hundred Seventy-Six Pesos (Php 95,476.00)** inclusive of appropriate taxes and fees.

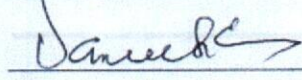
In relation thereto, notice is hereby given to your company that the implementation of the said project shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached contract.

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,			
			
<b>HERMOSO P. BUNNOL</b>			
School Principal			

**CONFORME:**

  
 (Signature Over Printed Name)

**COKINS EVERYWEAR AND GEN. MERCHANDISE**  
 # 109 Kayang St., Tel. 19-1078  
 Baguio City

/ebc/





Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OF BAGUIO CITY  
**ELPIDIO R. QUIRINO ELEMENTARY SCHOOL**

**BIDS AND AWARDS COMMITTEE**

**RESOLUTION NO. 001, S. 2021**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE PROCUREMENT TO COKINS EVERYWEAR & GENERAL MERCHANDISE FOR THE PAYMENT OF OFFICE SUPPLIES USED FOR THE REPRODUCTION OF SELF-LEARNING MODULES**

**WHEREAS** Elpidio R. Quirino Elementary School prepared the Purchase Request (PR) for the payment of **office supplies** with an Approved Budget for the Contract (ABC) of **ninety-seven thousand nine hundred eighty-three pesos only (Php97,983.00)** (Annex A);

**WHEREAS** on March 25, 2021, the Elpidio R. Quirino Elementary School– 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)
COKINS EVERYWEAR & GENERAL MERCHANDISE	Php95,476.00
BAN BEE COMMERCIAL, CO., INC.	Php97,246.00
LASER MARKETING	Php95,836.00

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

Supplier/Distributors	Non-Compliance
BAN BEE COMMERCIAL, CO., INC.	Quote within ABC but with the highest bid among the three bidders
LASER MARKETING	Quote within ABC but total amount quoted are higher than the lowest bidder

**WHEREAS** the proposal of **COKINS EVERYWEAR AND GENERAL MERCHANDISE** found to be the most compliant with the PR, and its price quotation amounting to **ninety-five thousand four hundred seventy-six pesos only (Php95,476.00)** 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 School Head the **AWARD OF CONTRACT** via Negotiated Procurement–Small Value Procurement to **COKINS EVERYWEAR AND GENERAL MERCHANDISE** for the payment of **office supplies** in the amount of **ninety-five thousand four hundred seventy-six pesos only (Php95,476.00)** inclusive of appropriate taxes and fees.


RESOLVED, this 6<sup>th</sup> of April 2021, Elpidio R. Quirino Elementary School, Purok 2, Irisan, Baguio City.

  
**EMMANUEL B. CARANTO**  
 BAC Vice-Chairperson

  
**ORDEN V. CAYSO**  
 BAC Chairperson

  
**CHADREY T. MADUME**  
 BAC Member

APPROVED:

  
**HERMOSO P. BUNNOL**  
 School Head

Approved on April 6, 2021



**PURCHASE ORDER**  
**ELPIDIO R. QUIRINO ELEMENTARY SCHOOL**  
 Entity Name

Supplier : Cokins Everywear & General Merchandise	P.O. No. : 2021-04-015
Address : # 109 Kayang St., Baguio City	Date : April 6, 2021
TIN : 165-287-294-000	Mode of Procurement : _____

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

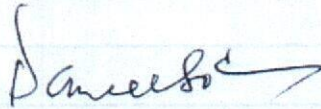
Place of Delivery : Elipidio R. Quirino ES	Delivery Term : _____
Date of Delivery : _____	Payment Term : _____

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	ream	A4 bond papers	349	154.00	53,746.00
2	bottle	INK, EPSON 003, Black	60	268.00	16,080.00
3	bottle	INK, EPSON 003, Cyan	30	285.00	8,550.00
4	bottle	INK, EPSON 003, Magenta	30	285.00	8,550.00
5	bottle	INK, EPSON 003, Yellow	30	285.00	8,550.00
					<b>95,476.00</b>

**(Total Amount in Words)**      Ninety-Five Thousand Four Hundred Seventy-Six Pesos

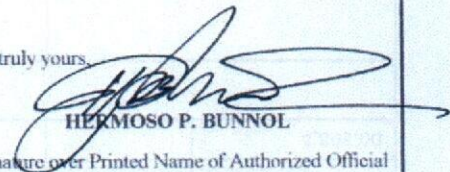
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:



**Signature over Printed Name of Supplier**  
**COKINS EVERYWEAR**  
**& GEN. MERCHANDISE**  
 Date  
 # 109 Kayang St., Tel. 419-1070  
 Baguio City

Very truly yours,



**HERMOSO P. BUNNOL**

Signature over Printed Name of Authorized Official

**School Head**  
 Designation

Fund Cluster : \_\_\_\_\_

Funds Available : \_\_\_\_\_

*Cachero*  
**MARIFE O. CACHERO** 4/13  
 Administrative Assistant III

ORS/BURS No. : \_\_\_\_\_

Date of the ORS/BURS: \_\_\_\_\_

Amount : \_\_\_\_\_

*2021-02-00119 / 2021-02-00228 /*  
*03-00364*  
**₱ 507,045.00**



