



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY  
DISTRICT SIX  
JOSEFA CARIÑO ELEMENTARY SCHOOL  
F. YANDOC STREET, BAGUIO CITY

## NOTICE OF AWARD

**EMILY JOY C. CUSTODIO**

EVC Consumer Goods Trading  
Central Apartment Condominium  
BLDG 3 Unit 502 Quisumbing St., Trancoville

Madam:

We are pleased to notify you that your price quotation and proposal for the procurement of our supplementary materials for Office and School Supplies (for Printing of Modules) 2020 - 2021 in the amount of **Seventy-Five Thousand Pesos (Php 75,000.00)** 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.

**CASTRO P. CANUTO**  
Principal II

CONFORME:

  
**EMILY JOY CUSTODIO**  
(Signature Over Printed Name)

Date: 5/25/2021



**JOSEFA CARIÑO ELEMENTARY SCHOOL**  
Address: F. Yandoc St., Baguio City  
Telephone No.: (074) 442 - 3149  
Email: [josefacarinoelemschool@gmail.com](mailto:josefacarinoelemschool@gmail.com)





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**NOTICE TO PROCEED**

**EMILY JOY C. CUSTODIO**

EVC Consumer Goods Trading  
Central Apartment Condominium  
BLDG 3 Unit 502 Quisumbing St., Trancoville

Madam:

This refers to our award of contract to your company for the procurement of our supplementary materials for Office Supplies and School Supplies (for Printing of Modules) 2020 - 2021 in the amount of **Seventy-Five Thousand Pesos (Php 75,000.00)** inclusive of appropriate taxes and fees.

In relation thereto, notice is hereby given to your company that the said materials be delivered 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,

  
**CASTRO P. CANUTO**  
Principal II

**CONFORME:**

  
**EMILY JOY C. CUSTODIO**  
(Signature over Printed Name)

Date: 5/25/21



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**PURCHASE ORDER**  
 Department of Education  
 Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
**JOSEFA CARIÑO ELEMENTARY SCHOOL**  
 Yandoc st., Baguio City

Supplier : <u>EVC Consumer Goods Trading</u>	P.O. No. : <u>2021-05-020</u>
Address : <u>Central Apartment Condominium BLGD 3 unit 502</u> <u>Quisumbing st., Trancoville, Baguio City</u>	Date : <u>May 19, 2021</u>
TIN : <u>941-786-657</u>	Mode of Procurement : _____

Gentlemen:

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

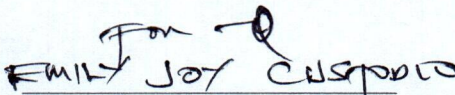
Place of Delivery : <u>Josefa Cariño Elementary School</u>	Delivery Term : _____
Date of Delivery : _____	Payment Term : <u>Check</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	ream	Bondpaer, Multi-Purpose Copy (A4); 70gsm (210mm x 297mm) KINDERGARTEN MTB-MLE (Grade I -Grade III) Filipino (Grade I -Grade III) English (Grade I -Grade III) Mathematics (Grade I -Grade III) Science & Health (Grade III ) Araling Panlipunan (Grade I -Grade III) ESP (Grade I -Grade III) EPP (Grade IV -Grade V) TLE (Grade VI) Music (Grade I -Grade III) Arts (Grade I -Grade VI) Physical Education (Grade I -Grade VI) Health (Grade I -Grade III) ... NOTHING FOLLOWS...	500	₱150.00	₱75,000.00

**Seventy-Five Thousand Pesos****₱75,000.00**

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  
5/25/21  
 Date

Fund Cluster : \_\_\_\_\_  
 Funds Available : \_\_\_\_\_  
hrq 5/20/21  
 Signature over Printed Name of Chief Accountant/Head of  
 Accounting Division/Unit

ORS/BURS No. : \_\_\_\_\_  
 Date of the ORS/BURS: \_\_\_\_\_  
 Amount : \_\_\_\_\_





Republic of the Philippines  
 Department of Education  
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 District Six  
**JOSEFA CARIÑO ELEMENTARY SCHOOL**  
 Yandoc St., Baguio City



**BIDS AND AWARDS COMMITTEE**

**RESOLUTION NO. 20, S. 2021**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE PROCUREMENT TO EVC CONSUMER GOODS TRADING FOR THE INSTALLATION OF MATERIALS FOR OFFICE AND SCHOOL SUPPLIES (for Printing Modules) 2020 - 2021 AT JOSEFA CARIÑO ELEMENTARY SCHOOL.**

**WHEREAS** the school prepared the Purchase Request (P.R.) for the installation of Materials for Office and School Supplies (for Printing of Modules) 2020 - 2021 with an Approved Budget for the Contract (ABC) of **Eighty-Two Thousand Five Hundred Pesos only (P82,500.00)** (Annex A);

**WHEREAS** on April 5, 2021 the 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 E VERYWEAR & GEN. MERCHANDISE	₱ 82,500.00
Qadar Souvenir's & General Merchandise	₱ 80,000.00
RIO CHICO MARKETING	₱ 80,000.00
THE STABLE EDUCATIONAL SUPPLY	₱ 77,500.00
<b>EVC CONSUMER GOODS TRADING</b>	<b>₱ 75,000.00</b>

**WHEREAS** the proposal of **EVC CONSUMER GOODS TRADING** is found to be the most compliant with the PR, and its price quotation amounting **Eighty-Two Thousand Five Hundred Pesos only (P82,500.00)** 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.

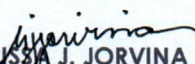
**NOW THEREFORE**, for and in consideration for the foregoing. **We**, the Members of the Bids and Awards Committee, hereby **RECOMMEND** to the School Principal the **AWARD of CONTRACT** via Negotiated Procurement – Small Value Procurement to **EVC CONSUMER GOODS TRADING** for the installation of Materials for Office and School Supplies (for printing of modules) 2020 - 2021 in the amount of **Eighty-Two Thousand Five Hundred Pesos only (P82,500.00)**

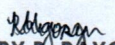
**RESOLVED**, this 18<sup>th</sup> day of May 2021, Josefa Cariño Elementary School, Baguio City.

  
**CHARITO T. FERNANDEZ**  
 BAC Chairperson

  
**RHODORA B. ESTOLERO**  
 BAC Vice-Chairperson

  
**MARY ANN R. BUNNOL**  
 BAC Member

  
**MARISSA J. JORVINA**  
 BAC Member

  
**MARY B. RAYOSEN**  
 BAC Member

**APPROVED:**

  
**CASTRO P. CANUTO**  
 Principal II  
 Approved on 5-18-21