



Department Of Education  
Cordillera Administrative Region  
Division Of Baguio City  
**LOAKAN ELEMENTARY SCHOOL**  
Baguio City



## NOTICE OF AWARD

**MS. JULIET A. DACAIMAT**  
Proprietor, MMI Photocopy Center

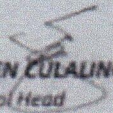
Dear Ms. Dacaimat:

We are pleased to notify you that your price quotation and proposal for the **Reproduction service for the 4<sup>th</sup> Quarter modules of kindergarten to Grade 6 learners of Loakan Elementary School for the School Year 2020-2021** in the amount of **One Hundred Sixty Thousand One Hundred Ten Pesos and Twenty-Eight Centavos Only (Php 160,110.28)** 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,

  
**HELEN CULALING ACOP**  
School Head  
09196802071

CONFORME:

  
JULIET A. DACAIMAT

(Signature Over Printed Name)

26-9-21  
(Date)



Department Of Education  
Cordillera Administrative Region  
Division Of Baguio City  
**LOAKAN ELEMENTARY SCHOOL**  
Baguio City



## NOTICE TO PROCEED

**MS. JULIET A. DACAIMAT**  
Proprietor, MMJ Photocopy Center

Dear Ms. Dacaimat:

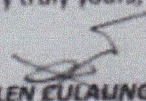
This refers to our award of contract to your company for the **Reproduction service for the 4<sup>th</sup> Quarter modules of kindergarten to Grade 6 learners of Loakan Elementary School for the School Year 2020-2021** in the amount of **One Hundred Sixty Thousand One Hundred Ten Pesos and Twenty-Eight Centavos Only (Php 160,110.28)** inclusive of appropriate taxes and fees.

In relation thereto, notice is hereby given to your company that the implementation of said project shall commence immediately. You are expected to provide us clearly photocopied modules as specified/quoted in the RFQ, pick up the original modules from the school and deliver the photocopied modules to Loakan Elementary School.

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,

  
**HELEN EULALING ACOP**  
School Head  
09196802071

CONFORME:

  
JULIET A. DACAIMAT

\_\_\_\_\_  
(Signature Over Printed Name)

\_\_\_\_\_  
6-10-21  
(Date)



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
 District III  
**LOAKAN ELEMENTARY SCHOOL**  
 Loakan Proper, Baguio City



**BIDS AND AWARDS COMMITTEE**

**RESOLUTION NO.010 S. 2021**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE PROCUREMENT TO MMJ PHOTOCOPY CENTER FOR THE PROCUREMENT OF "REPRODUCTION SERVICE FOR 4<sup>TH</sup> QUARTER MODULES OF KINDERGARTEN TO GRADE SIX LEARNERS OF LOAKAN ELEMENTARY SCHOOL" AT #1 PUROK BUBON, LOAKAN PROPER, BAGUIO CITY.**

**WHEREAS** Loakan Elementary School prepared the Purchase Request (PR) for the procurement of "Reproduction service for the 4<sup>th</sup> Quarter modules of kindergarten to Grade 6 learners of Loakan Elementary School", with an Approved Budget for the Contract (ABC) of **One Hundred Eighty-One Thousand Nine Hundred Thirty-Eight Pesos and Twenty Centavos Only (Php 181,938.20)** (Annex A);

**WHEREAS** on June 3, 2021 Loakan 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)
MMJ PHOTO COPY CENTER/ JULIET A. DACAIMAT	Php 160,110.28
QADAR SOUVENIRS AND GENERAL MERCHANDISE	Php 160,110.28
WAYMES COMPUTER & PRINTS	Php 163,749.15
RIANELLA PRINTING PRESS/ ROMEO T. ONG	Php 174,665.76
KEBS ENTERPRISE	Php 181,943.50

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


Supplier/Distributors	Non-Compliance
QADAR SOUVENIRS AND GENERAL MERCHANDISE	Same lowest bidder, but cannot deliver modules on the specified delivery period stated in the RFQ


WHEREAS the proposal of **MMJ PHOTO COPY CENTER** is found to be the most compliant with the PR, having its price quotation amounting to **One Hundred Sixty Thousand One Hundred Ten Pesos and Twenty-Eight centavos only (Php 160,110.28)** calculated responsive bid;

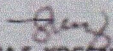
WHEREAS Section 12 of R.A. No. 9184 mandates that the BAC shall recommend the award of the contract to the Head of the Procuring Entity or his/her duly authorized representative.

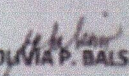
NOW THEREFORE, for and in consideration of the foregoing, **We**, the Members of the Bids and Awards Committee, hereby **RECOMMEND** to Mrs. Helen C. Acop, our school head the **AWARD OF CONTRACT** via Negotiated Procurement- Small Value Procurement to **MMJ PHOTO COPY CENTER** for the procurement of "Reproduction service for the 4<sup>th</sup> Quarter modules of kindergarten to Grade 6 learners of Loakan Elementary School", with an Approved Budget for the Contract (ABC) of **One Hundred Eighty-One Thousand Nine Hundred Thirty-Eight Pesos and Twenty Centavos Only (Php 181,938.20)** inclusive of appropriate taxes and fees.

RESOLVED, this 9<sup>th</sup> day of June 2021, at Loakan Elementary School, Loakan Proper, Baguio City.


  
IVY LEAH P. OLOWAN  
Chairperson, BAC

  
JOSEPHINE D. LATA  
Vice-Chairperson, BAC

  
DIGNA S. YOGCAYOG  
Member

  
OLIVIA P. BALSINO  
Member

APPROVED:

  
HELEN C. ACOP  
School Head  
Approved on June 9, 2021

