



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



NOTICE OF AWARD

Mr. Marvin Malidom
Owner, Qadar Souvenirs and General Merchandise

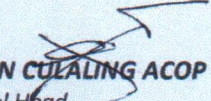
Dear Mr. Marvin:

We are pleased to notify you that your price quotation and proposal for the **Office supplies of Loakan Elementary School for June 2021** in the amount of **Eighty-Seven Thousand One Hundred Fifty-Five Pesos Only (Php 87,155.00) inclusive** of appropriate taxes and fees, has been accepted.

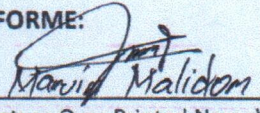
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


HELEN CULALING ACOP
School Head
09682759639

CONFORME:



(Signature Over Printed Name)

06/23/21

(Date)



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



NOTICE TO PROCEED

Mr. Marvin Malidom
Owner, Qadar Souvenirs and General Merchandise

Dear Mr. Marvin:

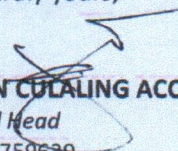
This refers to our award of contract to your company for the **Office supplies of Loakan Elementary School for June 2021** in the amount of **Eighty-Seven Thousand One Hundred Fifty-Five Pesos Only (Php 87,155.00)** inclusive of appropriate taxes and fees.

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 the **Office supplies of Loakan Elementary School**, as specified/quoted in the RFQ and deliver the supplies to Loakan Elementary School.

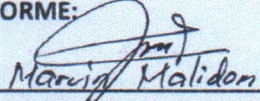
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


HELEN CULALING ACOP
School Head
09682759639

CONFORME:


Marvin Malidom
(Signature Over Printed Name)

06/29/21
(Date)


WHEREAS the proposal of **QADAR SOUVENIRS AND GENERAL MERCHANDISE** is found to be the most compliant with the PR, having its price quotation amounting to **Eighty-Seven Thousand One Hundred Fifty-Five Pesos Only (Php 87,155.00) 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.

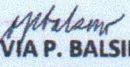
NOW THEREFORE, for and in consideration of the foregoing, **We**, the Members of the Bids and Awards Committee, hereby **RECOMMEND** to Mrs. Helen C. Acop, our school head the **AWARD OF CONTRACT** via Negotiated Procurement– Small Value Procurement to **QADAR SOUVENIRS AND GENERAL MERCHANDISE** for the procurement of "Office Supplies of Loakan Elementary School for June 2021", with an Approved Budget for the Contract **(ABC)** of **Ninety-One Thousand Nine Hundred Sixty-Five Pesos Only (Php 91,965.00)** inclusive of appropriate taxes and fees.

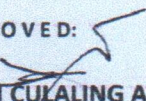
RESOLVED, this 22nd day of June 2021, at Loakan Elementary School, Loakan Proper, Baguio City.


IVY LEAH P. OLOWAN
Chairperson, BAC


JOSEPHINE D. LATA
Vice-Chairperson, BAC


ANABELLE K. SUFO
Member


OLIVIA P. BALSINO
Member

APPROVED: 
HELEN CULALING ACOP
School Head
Approved on June 22, 2021



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 QADAR SOUVENIRS AND GENERAL MERCHANDISE FOR THE PROCUREMENT of "OFFICE SUPPLIES of LOAKAN ELEMENTARY SCHOOL FOR JUNE 2021" AT #1 PUROK BUBON, LOAKAN PROPER, BAGUIO CITY.

WHEREAS Loakan Elementary School prepared the Purchase Request (PR) for the procurement of "Office Supplies of Loakan Elementary School for June 2021", with an Approved Budget for the Contract (ABC) of **Ninety-One Thousand Nine Hundred Sixty-Five Pesos Only (Php 91,965.00)** (Annex A);

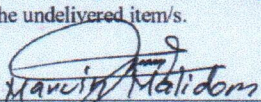
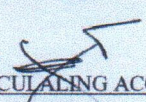
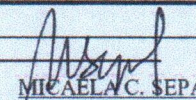
WHEREAS on June 16, 2021 Loakan Elementary School – Bids and Awards Committee (BAC) posted/published the Request for Quotation (RFQ) for the said procurement project. The following suppliers/distributors signified their intent to participate by submitting their respective quotations/proposals, *to wit:*

Supplier/Distributors	Quotation (Php)
QADAR SOUVENIRS AND GENERAL MERCHANDISE	Php 87,155.00
THE STABLE EDUCATIONAL SUPPLY	Php 75,360.00
PANGHOI ENTERPRISES	Php 86,261.00

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

Supplier/Distributors	Non-Compliance
THE STABLE EDUCATIONAL SUPPLY	Some items are, not available/No quotation on the item
PANGHOI ENTERPRISES	Some items are not available/No quotation on the item

PURCHASE ORDER
Schools Division of Baguio City
LOAKAN ELEMENTARY SCHOOL

Supplier : QADAR SOUVENIRS AND GENERAL MERCHANDISE Address : 1150 G/F MAHARLIKA BLDG., BAGUIO CITY TIN : 306-275-868		P.O. No. : 2021-06-022 Date : June 23, 2021 Mode of Procurement : SVP			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <u>LOAKAN ELEMENTARY SCHOOL</u>		Delivery Term : _____			
Date of Delivery : _____		Payment Term : _____			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	ream	PAPER, Multi-Purpose, 70 gsm, A4	60	PHP 165.00	PHP 9,900.00
2	ream	PAPER, Multi-Purpose, 70 gsm, Legal (long)	60	PHP 185.00	PHP 11,100.00
3	ream	PAPER, Multi-Purpose, 70 gsm, Letter (short)	20	PHP 155.00	PHP 3,100.00
4	pack	Folder, tagboard for legal sized doc	2	PHP 750.00	PHP 1,500.00
5	pack	Sticker paper (A4 size)	10	PHP 35.00	PHP 350.00
6	box	staple wires; standard size	40	PHP 35.00	PHP 1,400.00
7	pack	Special Paper/certificate paper, legal size (8.5X13"), 90 gsm - Pale Cr	25	PHP 38.00	PHP 950.00
8	pack	Special Paper/certificate paper, letter size (8.5X11"), 90 gsm - Pale Cr	15	PHP 35.00	PHP 525.00
9	pc	Double-sided tape, 1"	10	PHP 25.00	PHP 250.00
10	pc	signpen, blue ink, (0.3-.5 ball point tip)	50	PHP 23.00	PHP 1,150.00
11	pc	signpen, black ink, (0.3-.5 ball point tip)	50	PHP 23.00	PHP 1,150.00
12	bottle	Ink for printer, Epson (black) - 003	20	PHP 260.00	PHP 5,200.00
13	bottle	Ink for printer, Epson (cyan) - 003	20	PHP 275.00	PHP 5,500.00
14	bottle	Ink for printer, Epson (magenta) - 003	20	PHP 275.00	PHP 5,500.00
15	bottle	Ink for printer, Epson (yellow) - 003	20	PHP 275.00	PHP 5,500.00
16	bottle	Ink for printer, Epson (black) - 664	10	PHP 260.00	PHP 2,600.00
17	bottle	Ink for printer, Epson (cyan) - 664	10	PHP 275.00	PHP 2,750.00
18	bottle	Ink for printer, Epson (magenta) - 664	10	PHP 275.00	PHP 2,750.00
19	bottle	Ink for printer, Epson (yellow) - 664	10	PHP 275.00	PHP 2,750.00
20	bottle	Ink for printer, HP (black) - GT51	6	PHP 340.00	PHP 2,040.00
21	bottle	Ink for printer, HP (cyan) - GT51	6	PHP 340.00	PHP 2,040.00
22	bottle	Ink for printer, HP (magenta) - GT51	6	PHP 340.00	PHP 2,040.00
23	bottle	Ink for printer, HP (yellow) - GT51	6	PHP 340.00	PHP 2,040.00
24	bottle	Ink for printer, Canon pixma (black) - 790	4	PHP 270.00	PHP 1,080.00
25	bottle	Ink for printer, Canon pixma (cyan) - 790	4	PHP 270.00	PHP 1,080.00
26	bottle	Ink for printer, Canon pixma (magenta) - 790	4	PHP 270.00	PHP 1,080.00
27	bottle	Ink for printer, Canon pixma (yellow) - 790	4	PHP 270.00	PHP 1,080.00
28	bottle	Ink for printer, Brother (black) - T310	2	PHP 380.00	PHP 760.00
29	cart	Ink for printer, HP - 704 (black & tri color)	1	PHP 1,160.00	PHP 1,160.00
30	pc	Tape - transparent (scotch tape) - 1 inch	10	PHP 16.00	PHP 160.00
31	box	Envelope, mailing, white, 70 gsm	1	PHP 520.00	PHP 520.00
32	box	Fastener, metal, 70 mm	35	PHP 40.00	PHP 1,400.00
33	pack	Toner for Ineo photocopy machine	5	PHP 650.00	PHP 3,250.00
34	pack	Toner for Toshiba photocopy machine	5	PHP 700.00	PHP 3,500.00
TOTAL:					PHP 87,155.00
(Total Amount in Words) Eighty Seven Thousand One Hundred Fifty Five Pesos Only					
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:		Very truly yours,			
					
Signature over Printed Name of Supplier		HELEN CULALING ACOP			
06/29/21		School Head			
Date					
Fund Cluster : 01 - MOOE		ORS/BURS No. : _____			
Funds Available : _____		Date of the ORS/BURS: _____			
		Amount : _____			
MICAELA C. SEPAL					
Administrative Assistant II					



Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
LOAKAN ELEMENTARY SCHOOL
Loakan Proper, Baguio City



Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. 2021-06-022 opened on June 22, 2021 at Loakan Elementary School

Item	Unit	Quantity	DESCRIPTION / SPECIFICATION	QADAR SOUVENIRS AND GENERAL MERCHANDISE		THE STABLE EDUCATIONAL SUPPLY		PANGHOI ENTERPRISES	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	ream	60	PAPER, Multi-Purpose, 70 gsm, A4	PHP 165.00	PHP 9,900.00	PHP 155.00	PHP 9,300.00	PHP 161.00	PHP 9,660.00
2	ream	60	PAPER, Multi-Purpose, 70 gsm, Legal (long)	PHP 185.00	PHP 11,100.00	PHP 172.00	PHP 10,320.00	PHP 185.00	PHP 11,100.00
3	ream	20	PAPER, Multi-Purpose, 70 gsm, Letter (short)	PHP 155.00	PHP 3,100.00	PHP 160.00	PHP 3,200.00	PHP 160.00	PHP 3,200.00
4	pack	2	Folder, tagboard for legal sized doc	PHP 750.00	PHP 1,500.00	PHP 375.00	PHP 750.00	PHP 398.00	PHP 796.00
5	pack	10	Sticker paper (A4 size)	PHP 35.00	PHP 350.00	PHP 47.00	PHP 470.00	PHP 45.00	PHP 450.00
6	box	40	staple wires; standard size	PHP 35.00	PHP 1,400.00	PHP 30.00	PHP 1,200.00	PHP 30.00	PHP 1,200.00
7	pack	25	Special Paper/certificate paper, legal size (8.5X13"),90	PHP 38.00	PHP 950.00	PHP 21.00	PHP 525.00	PHP 20.50	PHP 512.50
8	pack	15	Special Paper/certificate paper, letter size (8.5X11"),90	PHP 35.00	PHP 525.00	PHP 18.00	PHP 270.00	PHP 16.50	PHP 247.50
9	pc	10	Double-sided tape, 1"	PHP 25.00	PHP 250.00	PHP 28.00	PHP 280.00	PHP 36.00	PHP 360.00
10	pc	50	signpen, blue ink, (0.3-5 ball point tip)	PHP 23.00	PHP 1,150.00	PHP 27.75	PHP 1,387.50	PHP 28.00	PHP 1,400.00
11	pc	50	signpen, black ink, (0.3-5 ball point tip)	PHP 23.00	PHP 1,150.00	PHP 27.75	PHP 1,387.50	PHP 28.00	PHP 1,400.00
12	bottle	20	ink for printer, Epson (black) - 003	PHP 260.00	PHP 5,200.00	PHP 245.00	PHP 4,900.00	PHP 300.00	PHP 6,000.00
13	bottle	20	ink for printer, Epson (cyan) - 003	PHP 275.00	PHP 5,500.00	PHP 245.00	PHP 4,900.00	PHP 300.00	PHP 6,000.00
14	bottle	20	ink for printer, Epson (magenta) - 003	PHP 275.00	PHP 5,500.00	PHP 245.00	PHP 4,900.00	PHP 300.00	PHP 6,000.00
15	bottle	20	ink for printer, Epson (yellow) - 003	PHP 275.00	PHP 5,500.00	PHP 245.00	PHP 4,900.00	PHP 300.00	PHP 6,000.00
16	bottle	10	ink for printer, Epson (black) - 664	PHP 260.00	PHP 2,600.00	PHP 245.00	PHP 2,450.00	PHP 300.00	PHP 3,000.00
17	bottle	10	ink for printer, Epson (cyan) - 664	PHP 275.00	PHP 2,750.00	PHP 245.00	PHP 2,450.00	PHP 300.00	PHP 3,000.00
18	bottle	10	ink for printer, Epson (magenta) - 664	PHP 275.00	PHP 2,750.00	PHP 245.00	PHP 2,450.00	PHP 300.00	PHP 3,000.00
19	bottle	10	ink for printer, Epson (yellow) - 664	PHP 275.00	PHP 2,750.00	PHP 245.00	PHP 2,450.00	PHP 300.00	PHP 3,000.00
20	bottle	6	ink for printer, HP (black) - GT51	PHP 340.00	PHP 2,040.00	PHP 320.00	PHP 1,920.00	PHP 365.00	PHP 2,190.00
21	bottle	6	ink for printer, HP (cyan) - GT51	PHP 340.00	PHP 2,040.00	PHP 320.00	PHP 1,920.00	PHP 365.00	PHP 2,190.00
22	bottle	6	ink for printer, HP (magenta) - GT51	PHP 340.00	PHP 2,040.00	PHP 320.00	PHP 1,920.00	PHP 365.00	PHP 2,190.00
23	bottle	6	ink for printer, HP (yellow) - GT51	PHP 340.00	PHP 2,040.00	PHP 320.00	PHP 1,920.00	PHP 365.00	PHP 2,190.00
24	bottle	4	ink for printer, Canon pixma (black) - 790	PHP 270.00	PHP 1,080.00	PHP 300.00	PHP 1,200.00	PHP 440.00	PHP 1,760.00
25	bottle	4	ink for printer, Canon pixma (cyan) - 790	PHP 270.00	PHP 1,080.00	PHP 300.00	PHP 1,200.00	PHP 440.00	PHP 1,760.00
26	bottle	4	ink for printer, Canon pixma (magenta) - 790	PHP 270.00	PHP 1,080.00	PHP 300.00	PHP 1,200.00	PHP 440.00	PHP 1,760.00
27	bottle	4	ink for printer, Canon pixma (yellow) - 790	PHP 270.00	PHP 1,080.00	PHP 300.00	PHP 1,200.00	PHP 440.00	PHP 1,760.00
28	bottle	2	ink for printer, Brother (black) - T310	PHP 380.00	PHP 760.00	PHP 425.00	PHP 850.00	PHP 495.00	PHP 990.00
29	cart	1	ink for printer, HP - 704 (black & tri color)	PHP 1,160.00	PHP 1,160.00	N/A	N/A	PHP 695.00	PHP 695.00
30	pc	10	Tape - transparent (scotch tape) - 1 inch	PHP 16.00	PHP 160.00	PHP 15.00	PHP 150.00	PHP 16.00	PHP 160.00
31	box	1	Envelope, mailing, white, 70 gsm	PHP 520.00	PHP 520.00	PHP 275.00	PHP 275.00	PHP 260.00	PHP 260.00
32	box	35	Fastener, metal, 70 mm	PHP 40.00	PHP 1,400.00	PHP 89.00	PHP 3,115.00	PHP 58.00	PHP 2,030.00
33	pack	5	Toner for Ineo photocopy machine	PHP 650.00	PHP 3,250.00	N/A	N/A	N/A	N/A
34	pack	5	Toner for Toshiba photocopy machine	PHP 700.00	PHP 3,500.00	N/A	N/A	N/A	N/A
GRAND TOTAL:					PHP 87,155.00		PHP 75,360.00		PHP 86,261.00

We hereby certify that the bids or quotations received were opened at the date and hour indicated and prices offered as stated above.

Canvassed by

ERLITA P. MONTES
Canvasser

IVY LEAH P. OLOWAN
BAC - Chairman

ANNABELLE K. SUFO
Member

JOSEPHINE D. LATA
Member

Award is hereby given to the bidders for items checked in red ink, prices quoted being the lowest and the most advantageous to the government.

HELEN C. ACOP
School Head