



Republic of the Philippines

Department of Education

Cordillera Administrative Region

Schools Division of Baguio City

Doña Aurora Elementary School

Gen. de Jesus St., Aurora Hill, Baguio City

NOTICE OF AWARD

CERJ TECH OFFICE SUPPLIES AND EQUIPMENT


Dear Sir/Ma'am:

We are pleased to notify you that your price quotation and proposal for the procurement of printers and other printing supplies for the reproduction of learning modules in the amount of PHILIPPINE PESOS **Sixty-Nine Thousand and Four Hundred Twenty-Six Pesos only (P69,426.00)** inclusive of appropriate taxes and fees.

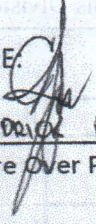
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


CYNTHIA P. VITAGAN
Doña Aurora Elementary School, School Head

CONFORME:


CARL KENDRICK DELA CRUZ
(Signature Over Printed Name)

(Date)/

08/17/21
/pjn/

Doña Aurora Elementary School
Gen. de Jesus St., Aurora Hill, Baguio City





Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Baguio City
Doña Aurora Elementary School
Gen. de Jesus St., Aurora Hill, Baguio City

NOTICE TO PROCEED

CERJ TECH OFFICE SUPPLIES AND EQUIPMENT

Dear Ma'am/Sir:

This refers to our award of contract to your company for the procurement of printer and other printing supplies in the amount of PHILIPPINE **Sixty-one thousand fifty-three pesos only (P61,053.00)** 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.

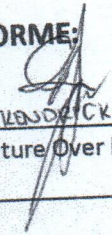
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,

CYNTHIA P. VITAGAN
Doña Aurora Elementary School, School Head

CONFORME:

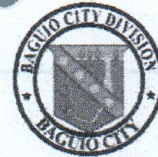

CARL ROSENDO DE LA CRUZ
(Signature/Over Printed Name)

(Date)

8/23/21
/pjv/



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Cordillera Administrative Region
 Division of Baguio City
 DOÑA AURORA ELEMENTARY SCHOOL
 Gen. De Jesus St., Baguio City



BIDS AND AWARDS COMMITTEE
 RESOLUTION NO. 018, S. 2021

RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE PROCUREMENT TO CERJ TECH OFFICE SUPLIES AND EQUIPMENTS FOR THE PAYMENT OF PRINTERS AND OTHER PRINTING SUPPLIES

WHEREAS the Department of Education (Doña Aurora Elementary School) prepared request for the procurement of office supplies with an Approved Budget for the Contract (ABC) of Sixty-nine thousand and four hundred twenty-six pesos (P69,426.00) (Annex A);

WHEREAS on August 4, 2021, the Dep Ed – 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.)
CERJ TECH OFFICE SUPLIES AND EQUIPMENTS	P61,053.00
QADAR SOUVENIRS AND GE, MDSE.	P61,620.,00
COKINS GEN. MDSE.	P63,210.00
BUSINESS MACHINES CORP.	P65,227.00
ERIVAN GE. MDSE.	P66,213.00
MICROMEDIA TECHNOLOGIES	P69,130.00

WHEREAS per evaluation, there are no non-compliant with the specifications set forth in the TOR:

WHEREAS the proposal of **CERJ TECH OFFICE SUPLIES AND EQUIPMENT** is found to be the most compliant with the PR, and its price quotation amounting to Sixty One Thousand fifty-three pesos only (P63,053.00) is the most economical and advantageous to the Government, thereby rendering the same as the lowest 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 to **CERJ TECH OFFICE SUPLIES AND EQUIPMENTS**

for procurement of office supplies, in the amount Sixty One Thousand fifty-three pesos only (P63,053.00) inclusive of appropriate taxes and fees.

RESOLVED, this 17th day of August 2021, in Doña Aurora Elementary School, Baguio City.

VICTOR U. SOTELO JR.
 BAC Chairperson

ANNA LIZA C. SEGUIN
 BAC Member

Isidro R. Llaneta
ISIDRO R. LLANETA
 BAC Member

APPROVED:

Cynthia P. Vitagan
CYNTHIA P. VITAGAN
 School Head
 Approved on _____

PURCHASE ORDER
DOÑA AURORA ELEMENTARY SCHOOL
 Entity Name

Supplier : CERJ TECH OFFICE SUPPLIES AND EQUIPMENT TRADING Address : Unit 14, Lower Groud Floor, Goshen land Building, Gen Luna road, Baguio City TIN : 322-786-607-000	P.O. No. : 2021-08-021 Date : August 18, 2021 Mode of Procurement : Shopping
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Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

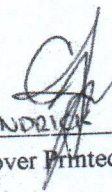
Place of Delivery : _____
 Date of Delivery : _____
 Delivery Term : _____
 Payment Term : _____

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pcs.	PRINTER (Print only function)	7	P 5,990.00	P 41,930.00
2	pcs.	INK, , Black 003	6	P 247.00	P 1,482.00
3	pcs.	INK, L3110, Cyan 003	6	P 275.00	P 1,650.00
4	pcs.	INK, L3110, Magenta 003	6	P 275.00	P 1,650.00
5	pcs.	INK, L3110, Yellow 003	6	P 275.00	P 1,650.00
6	pcs.	Ink Printer , black 664	28	P 247.00	P 6,916.00
7	pcs.	Ink Printer , magenda 664	7	P 275.00	P 1,925.00
8	pcs.	Ink Printer , cyan 664	7	P 275.00	P 1,925.00
9	pcs.	Ink Printer , yellow 664	7	P 275.00	P 1,925.00
TOTAL					P 61,053.00

Sixty-one thousand, fifty-three pesos only

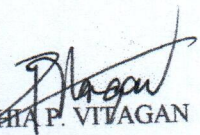
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

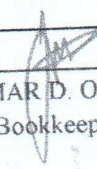

CARL KENDRICK DELA CRUZ
 Signature over Printed Name of Supplier

Date _____

Very truly yours,


 CYNTHIA P. VITAGAN
 School Head

Fund Cluster : _____
 Funds Available : _____


 OMAR D. OLBA
 Bookkeeper

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____

Apple 19,123.00
 Semi = 41,930.00



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DOÑA AURORA ELEMENTARY SCHOOL
GEN. DE JESUS ST., AURORA HILL, BAGUIO CITY

Abstract of Bid or quotation under Circular Proposal No. 04-01-2018. Opened on August 17, 2021 at Doña Aurora Elementary School at 9:00 AM.

Item No.	Unit	Qty.	Item Description or Specification	Cerj Tech Office Supplies and Equipment Trading	Qadar Souvenirs and Gen. Mdse.	Cokins Gen. Mdse.	Business Machines Corp.	Erivan Gen. Mdse.	Micromedia Technologies
1	7	Pcs.	PRINTER (Print only function)	₱ 41,930.00	₱ 44,100.00	₱ 51,450.00	₱ 43,400.00	₱ 48,083.00	₱ 46,865.00
2	6	bottles	INK, , Black 003	₱ 1,482.00	₱ 1,440.00	₱ 1,470.00	₱ 1,794.00	₱ 1,470.00	₱ 1,830.00
3	6	bottles	INK, L3110, Cyan 003	₱ 1,650.00	₱ 1,440.00	₱ 1,470.00	₱ 1,794.00	₱ 1,470.00	₱ 1,830.00
4	6	bottles	INK, L3110, Magenta 003	₱ 1,650.00	₱ 1,440.00	₱ 1,470.00	₱ 1,794.00	₱ 1,470.00	₱ 1,830.00
5	6	bottles	INK, L3110, Yellow 003	₱ 1,650.00	₱ 1,440.00	₱ 1,470.00	₱ 1,794.00	₱ 1,470.00	₱ 1,830.00
6	28	bottles	Ink Printer , black 664	₱ 6,916.00	₱ 6,720.00	₱ 1,470.00	₱ 8,372.00	₱ 7,000.00	₱ 8,540.00
7	7	bottles	Ink Printer , magenda 664	₱ 1,925.00	₱ 1,680.00	₱ 1,470.00	₱ 2,093.00	₱ 1,750.00	₱ 2,135.00
8	7	bottles	Ink Printer , cyan 664	₱ 1,925.00	₱ 1,680.00	₱ 1,470.00	₱ 2,093.00	₱ 1,750.00	₱ 2,135.00
9	7	bottles	Ink Printer , yellow 664	₱ 1,925.00	₱ 1,680.00	₱ 1,470.00	₱ 2,093.00	₱ 1,750.00	₱ 2,135.00
TOTAL				₱ 61,053.00	₱ 61,620.00	₱ 63,210.00	₱ 65,227.00	₱ 66,213.00	₱ 69,130.00

Canvassed by:

ERNESTO A. SALIBAD, JR.
 Canvass Officer

BAC Members:

VICTOR U. SOTELO JR.
 Chairperson

ANNALIZA C. SEGUIN
 Member

ISIDRO LLANETA JR.
 Member

Award is hereby given to the bidder for items checked in red ink, lowest price and the most advantageous to the government.

CYNTHIA P. VITAGAN