



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

NOTICE OF AWARD

Mr. Carl Kendrick G. Dela Cruz
Operations Manager, CERJ Tech Office supplies and Equipment Trading

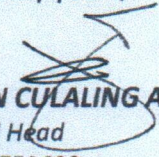
Dear Mr. Carl Kendrick:

We are pleased to notify you that your price quotation and proposal for the **Semi-expendable machinery and equipment of Loakan Elementary School for the additional BELCP for the 4th quarter of SY 2020-2021** in the amount of **Fifty-Three Thousand Three Hundred Ten Pesos Only (Php 53,310.00) inclusive** of appropriate taxes and fees, has been accepted.

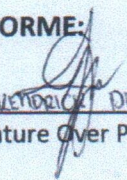
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


HELEN CULALING ACOP
School Head
09682759639

CONFORME:


CARL KENDRICK DELA CRUZ
(Signature Over Printed Name)

08-31-2021
(Date)

DepED-SDO Baguio City
Bids and Awards Committee
By R. Valentino
Date 9-8-2021
RECEIVED



Loakan Elementary School
Loakan Proper, Baguio City
loakanes@gmail.com /09682759639



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

NOTICE TO PROCEED

Mr. Carl Kendrick G. Dela Cruz
Operations Manager, CERJ Tech Office supplies and Equipment Trading

Dear Mr. Carl Kendrick:

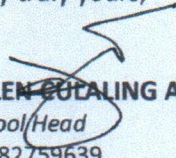
This refers to our award of contract to your company for the **Semi-expendable machinery and equipment of Loakan Elementary School for the additional BELCP for the 4th quarter of SY 2020-2021** in the amount of **Fifty-Three Thousand Three Hundred Ten Pesos Only (Php 53,310.00)** inclusive of appropriate 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 **Semi-expendable machinery and equipment 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 CATALING ACOP
School Head
09682759639

CONFORME:


CARL KENDRICK DELA CRUZ
(Signature Over Printed Name)

09-02-2021
(Date)



Loakan Elementary School
Loakan Proper, Baguio City
loakanes@gmail.com /09682759639

PURCHASE ORDER
 Schools Division of Baguio City
LOAKAN ELEMENTARY SCHOOL

Supplier : CERJ TECH OFFICE SUPPLIES AND EQUIPMENT TRADING	P.O. No. : 2021-08-031
Address : Unit 14, Lower GF, Central Bldg - Goshen Land Towers, Upper Gen Luna Rd., Baguio City	Date : August 31, 2021
TIN : 322-786-607-000	Mode of Procurement : <u>SVP</u>

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

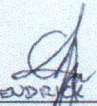
Place of Delivery : <u>LOAKAN ELEMENTARY SCHOOL</u>	Delivery Term : within 3-5 calendar days
Date of Delivery : _____	Payment Term : _____

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	unit/pc	Printer, Eco Tank	6	PHP 8,885.00	PHP 53,310.00
		<i>All-in-one</i>			
		<i>(print, scan, copy)</i>			
		** All items must be delivered to the school			
		...nothing follows...		Total	PHP 53,310.00

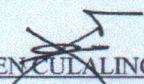
(Total Amount in Words) Fifty Three Thousand Three Hundred Ten Pesos Only

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
AUGUST 31, 2021
 Date

Very truly yours,


HELEN CULALING ACOP
 School Head

Fund Cluster : <u>01 - MOOE</u>	ORS/BURS No. : _____
Funds Available : _____	Date of the ORS/BURS: _____
<u>MICAELA C. SEPAL</u> Administrative Assistant II (Bookkeeper)	Amount : _____



Republic of the Philippines
Department of Education
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 Schools Division of Baguio City

BIDS AND AWARDS COMMITTEE

RESOLUTION NO.010 S. 2021

RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE PROCUREMENT TO CERJ TECH OFFICE SUPPLIES AND EQUIPMENT TRADING FOR THE PROCUREMENT OF "SEMI-EXPENDABLE MACHINERY AND EQUIPMENT TO BE USED AT LOAKAN ELEMENTARY SCHOOL FOR THE ADDITIONAL BELCP FOR THE 4TH QTR OF SY 2020-2021" AT #1 PUROK BUBON, LOAKAN PROPER, BAGUIO CITY.

WHEREAS Loakan Elementary School prepared the Purchase Request (PR) for the procurement of "Semi-expendable machinery and equipment of Loakan Elementary School for the additional BELCP for the 4th quarter of SY 2020-2021", with an Approved Budget for the Contract (ABC) of Fifty-Seven Thousand Six Hundred Pesos Only (Php 57,600.00) (Annex A);

WHEREAS on August 25, 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)
CERJ TECH OFFICE SUPPLIES AND EQUIPMENT TRADING	Php 53,310.00
BAN BEE COMMERCIAL CO., INC.	Php 54,000.00
GOLD N GREEN ENTERPRISE	Php 56,250.00
THE STABLE EDUCATIONAL SUPPLY	Php 56,700.00
MICROMEDIA TECHNOLOGIES	Php 57,570.00
QADAR SOUVENIRS AND GENERAL MERCHANDISE	Php 57,600.00
PANGHOI ENTERPRISES	Php 57,600.00

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

Supplier/Distributors	Non-Compliance



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WHEREAS the proposal of **CERJ TECH OFFICE SUPPLIES AND EQUIPMENT TRADING** is found to be the most compliant with the PR, having its price quotation amounting to **Fifty- Three Thousand Three Hundred Ten Pesos Only (Php 53,310.00)** 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 **CERJ TECH OFFICE SUPPLIES AND EQUIPMENT TRADING** for the procurement of "Semi-expendable machinery and equipment of Loakan Elementary School for the additional BELCP for the 4th quarter of SY 2020-2021", with an Approved Budget for the Contract (**ABC**) of **Fifty-Seven Thousand Six Hundred Pesos Only (Php 57,600.00)** inclusive of appropriate taxes and fees.

RESOLVED, this 31st day of August 2021, at Loakan Elementary School, Loakan Proper, Baguio City.

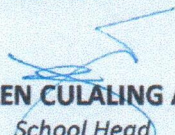

IVY LEAH P. OLOWAN
 Chairperson, BAC


JOSEPHINE D. LATA
 Vice-Chairperson, BAC

ANABELLE K. SUFO
 Member


OLIVIA P. BALSINO
 Member

APPROVED:


HELEN CULALING ACOP
 School Head

Approved on August 31, 2021



Loakan Elementary School
 Loakan Proper, Baguio City
loakanes@gmail.com /09682759639

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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. 2021-08-031 opened on August 31, 2021 at Loakan Elementary School

Item	Unit	QTY	DESCRIPTION / SPECIFICATION	CERJ TECH OFFICE SUPPLIES AND EQUIPMENT TRADING		BAN BEE COMMERCIAL CO., INC.		GOLD N GREEN ENTERPRISE		THE STABLE EDUCATIONAL SUPPLY		MICROMEDIA TECHNOLOGIES		QADAR SOUVENIRS AND GENERAL MERCHANDISE		PANGHOI ENTERPRISES	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	unit/pc	6	Printer, Eco Tank, All-in-one (print, scan, copy)	8,885.00	53,310.00	9,000.00	54,000.00	9,375.00	56,250.00	9,450.00	56,700.00	9,595.00	57,570.00	9,600.00	57,600.00	9,600.00	57,600.00
GRAND TOTAL:					53,310.00		54,000.00		56,250.00		56,700.00		57,570.00		57,600.00		57,600.00

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

EDITHA P. GACO
Canvasser

IVY LEAH P. LOLOWAN
BAC, Chairman

JOSEPHINE D. LATA
BAC - Vice Chairman

OLIVER P. BALCINO
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