



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY  
SAN CARLOS HEIGHTS ELEMENTARY SCHOOL  
PUROK 20, IRISAN, BAGUIO CITY

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## NOTICE OF AWARD

November 17, 2021

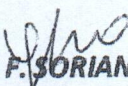
**SAMSON P. MANUEL**  
Sean Print and Wait Printing Services  
ID 40 Betag, La Trinidad, Benguet


We are pleased to notify you that your price quotation and proposal for the procurement of **Reproduction of Second Quarter self-learning modules for SY 2021-2022 from Kindergarten to Grade 6 learners in all learning areas of San Carlos Heights Elementary School** in the amount of **Forty-nine thousand four hundred fifty five pesos only (Php 49,455.00)** 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,

  
**LUZ F. SORIANO**  
School Head

CONFORME  
  
**KIMBERLY L. MANUEL**  
(Signature Over Printed Name)  
11/17/2021  
\_\_\_\_\_  
(Date)



Address: Purok 20, Irisan, Baguio City  
Email Address: [sancarlosheightselem@gmail.com](mailto:sancarlosheightselem@gmail.com)  
Facebook page: DepEd Tayo San Carlos Heights Elementary School





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**NOTICE TO PROCEED**

November 18, 2021

SAMSON P. MANUEL  
Scan Print & Wait Printing Services  
10 40 Betag, La Trinidad, Benguet


This refers to our award of contract to your company for the procurement of **Reproduction of Second Quarter self-learning modules for SY 2021-2022 from Kindergarten to Grade 6 learners in all learning areas of San Carlos Heights Elementary School in the amount of Forty-nine thousand four hundred fifty-five pesos only (Php 49,455.00) inclusive of appropriate taxes and fees.**

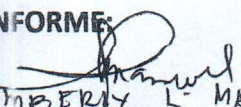
In relation thereto, notice is hereby given to your company that the implementation of the said project shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached contract.

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,

  
**LUZ A. SORIANO**  
School Head

**CONFORME:**  
  
**KIMBERLY L. MANUEL**  
(Signature Over Printed Name)

11/18/2021  
(Date)



**PURCHASE ORDER**  
**SCHOOLS DIVISION OF BAGUJO CITY**  
**Entity Name**

Supplier : <u>SEAN PRINT AND WAIT PRINTING SERVICES</u>			P.O. No. : <u>2021-11-055</u>		
Address : <u>ID 40 BETAG, LA TRINIDAD, BENGUET</u>			Date : <u>November 18, 2021</u>		
TIN : <u>926-694-320-000</u>			Mode of Procurement : <u>SMALL VALUE PROCUREMENT</u>		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <u>SAN CARLOS HEIGHTS ELEMENTARY SCHOOL.</u>			Delivery Term : <u>PARTIAL</u>		
Date of Delivery : _____			Payment Term : <u>FULL</u>		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		Reproduction of SECOND Quarter Self Learning Modules from Kindergarten to Grade 6 in all learning areas			
		Stapled, back to back			
		Size: A4 or 8.5" x 11" (short)			
		Estimated estimated no. of maximum pages per copy = 20 to 25 pages			
		<b>Kindergarten learning areas</b>			
		(estimated pages per module= 25 pages)			
	copies	Sensory	95	9.00	855.00
	copies	Numeracy	95	9.00	855.00
	copies	Communication Skills	95	9.00	855.00
	copies	Socio-Emotional	95	9.00	855.00
		<b>Grade 1 learning areas</b>			
		(estimated pages per module= 20 pages)			
	copies	Mother Tongue	90	7.20	648.00
	copies	Filipino	90	7.20	648.00
	copies	English	90	7.20	648.00
	copies	Mathematics	90	7.20	648.00
	copies	Araling Panlipunan	90	7.20	648.00
		MAPEH			
	copies	Music	90	7.20	648.00
	copies	Arts	90	7.20	648.00
	copies	PE	90	7.20	648.00
	copies	Health	90	7.20	648.00
	copies	Edukasyon sa Pagpapakatao	90	7.20	648.00
		<b>Grade 2 learning areas</b>			
		(estimated pages per module= 20 pages)			
	copies	Mother Tongue	97	7.20	698.40
	copies	Filipino	97	7.20	698.40
	copies	English	97	7.20	698.40
	copies	Mathematics	97	7.20	698.40
	copies	Araling Panlipunan	97	7.20	698.40
		MAPEH			
	copies	Music	97	7.20	698.40
	copies	Arts	97	7.20	698.40
	copies	PE	97	7.20	698.40
	copies	Health	97	7.20	698.40
	copies	Edukasyon sa Pagpapakatao	97	7.20	698.40
		<b>Grade 3 learning areas</b>			
		(estimated pages per module= 25 pages)			
	copies	Mother Tongue	115	9.00	1,035.00
	copies	Filipino	115	9.00	1,035.00
	copies	English	115	9.00	1,035.00
	copies	Mathematics	115	9.00	1,035.00
	copies	Science	115	9.00	1,035.00
	copies	Araling Panlipunan	115	9.00	1,035.00
		MAPEH			
	copies	Music	115	9.00	1,035.00
	copies	Arts	115	9.00	1,035.00
	copies	PE	115	9.00	1,035.00
	copies	Health	115	9.00	1,035.00




	copies	Edukasyon sa Pagpapakatao	115	9.00	1,035.00
		<b>Grade 4 learning areas</b>			
		(estimated pages per module= 25 pages)			
	copies	Filipino	79	9.00	711.00
	copies	English	79	9.00	711.00
	copies	Mathematics	79	9.00	711.00
	copies	Science	79	9.00	711.00
	copies	Araling Panlipunan	79	9.00	711.00
	copies	EPP/TLE	79	9.00	711.00
		MAPEH			
	copies	Music	79	9.00	711.00
	copies	Arts	79	9.00	711.00
	copies	PE	79	9.00	711.00
	copies	Health	79	9.00	711.00
	copies	Edukasyon sa Pagpapakatao	79	9.00	711.00
		<b>Grade 5 learning areas</b>			
		(estimated pages per module= 25 pages)			
	copies	Filipino	70	9.00	630.00
	copies	English	70	9.00	630.00
	copies	Mathematics	70	9.00	630.00
	copies	Science	70	9.00	630.00
	copies	Araling Panlipunan	70	9.00	630.00
	copies	EPP/TLE	70	9.00	630.00
		MAPEH			
	copies	Music	70	9.00	630.00
	copies	Arts	70	9.00	630.00
	copies	PE	70	9.00	630.00
	copies	Health	70	9.00	630.00
	copies	Edukasyon sa Pagpapakatao	70	9.00	630.00
		<b>Grade 6 learning areas</b>			
		(estimated pages per module= 25 pages)			
	copies	Filipino	65	9.00	585.00
	copies	English	65	9.00	585.00
	copies	Mathematics	65	9.00	585.00
	copies	Science	65	9.00	585.00
	copies	Araling Panlipunan	65	9.00	585.00
	copies	EPP/TLE	65	9.00	585.00
		MAPEH			
	copies	Music	65	9.00	585.00
	copies	Arts	65	9.00	585.00
	copies	PE	65	9.00	585.00
	copies	Health	65	9.00	585.00
	copies	Edukasyon sa Pagpapakatao	65	9.00	585.00
		*NOTHING FOLLOWS*			

**(Total Amount in Words)** FORTY-NINE THOUSAND FOUR HUNDRED FIFTY-FIVE PESOS ONLY **49,455.00**


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:

  
**KIMBERLY L. MANUEL**  
 Signature over Printed Name of Supplier

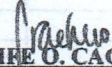
Nov. 18, 2021  
 Date

Very truly yours,

  
**LUZ E. SORIANO**  
 PRINCIPAL I  
 Designation

Fund Cluster : 01

Funds Available : 49,455.00

  
**MARIE O. CACHERO** "1/18"  
 Administrative Assistant III

ORS/BURS No. : 02-101101-2021-09-01475;  
 02-101101-2021-08-01347

Date of the ORS/BURS: 9/9/2021; 8/27/2021

Amount : Php 21,690.00; Php 75,192.00





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PUROK 20, IRISAN, BAGUIO CITY

**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 006, S. 2021**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE PROCUREMENT TO SEAN PRINT AND WAIT PRINTING SERVICES FOR THE PROCUREMENT OF REPRODUCTION OF SELF-LEARNING MODULES FROM KINDERGARTEN TO GRADE SIX LEARNERS IN ALL LEARNING AREAS FOR THE SECOND QUARTER FOR THE SY 2021-2022 FOR SAN CARLOS HEIGHTS ELEMENTARY SCHOOL**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of **REPRODUCTION OF SELF-LEARNING MODULES FROM KINDERGARTEN TO GRADE SIX LEARNERS IN ALL LEARNING AREAS FOR THE SECOND QUARTER FOR THE SY 2021-2022** with (53,438.50) (Annex A);

**WHEREAS** on NOVEMBER 9, 2021, the DepEd - SCHES – 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*:

<b>Supplier/Distributors</b>	<b>Quotation (Php)</b>
Sean Print and Wait Printing Services	49,455.00

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

<b>Supplier/Distributors</b>	<b>Quotation (Php)</b>
Qadar Souvenirs and General Merchandise	-Lacking requirement: Omnibus sworn statement
Gold Ink Printing Shop	-Did not submit the requirements: Business permit, omnibus sworn statement and philgeps registration
Triple S Printing	-Did not submit the requirements: Business permit, omnibus sworn statement and philgeps registration -Quoted above ABC

**WHEREAS**, on the other hand, the proposal of the following suppliers are found to be compliant with the PR, and its price quotation for the specific item is the most economical and advantageous to the Government, thereby rendering the same as the lowest calculated responsive bid;





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Supplier/Distributors	Qty	Item	Price	Quotation (Php)
SEAN PRINT AND WAIT PRINTING SERVICES		Reproduction of Second Quarter Self-learning modules from Kindergarten to Grade 6 in all learning areas, Stapled, back to back, size: A4 or short, Estimated number of pages per copy = 20 to 25 pages	0.36 centavos per page	Php 49,455.00

WHEREAS the proposal of **SEAN PRINT AND WAIT PRINTING SERVICES** is found to be the most compliant with the PR, and its price quotation amounting to **Forty-nine thousand four hundred fifty-five pesos only (₱49,455.00)** 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 Alternative Method of Procurement – Small Value Procurement to **SEAN PRINT AND WAIT PRINTING SERVICES** for the procurement of Reproduction of self-learning modules for the Second Quarter SY 2021-2022 from Kindergarten to Grade 6 in all learning areas in the amount of **Forty-nine thousand four hundred fifty-five pesos only (₱49,455.00)** inclusive of appropriate taxes and fees.


RESOLVED, this 17<sup>th</sup> day of NOVEMBER, 2021, San Carlos Heights Elementary School, Irisan, Baguio City.

  
**MELANIE O. DELOS REYES**  
BAC Vice-Chairperson

  
**MADELYN M. JOSE**  
BAC Chairperson

  
**GLADYS A. CHOGSAYAN**  
BAC Member

APPROVED:

  
**LUZ F. SORIANO**  
School Head

Approved on NOVEMBER 17, 2021