



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**

## NOTICE OF AWARD

December 29, 2021

**MARVIN T. MALIDOM**  
ML Consumer Goods Trading.

Dear *Mr. Malidom*:

We are pleased to notify you that your price quotation and proposal for the procurement of Supplies and Materials for BAC office supplies in the amount of PHILIPPINE PESOS **One Hundred Fifty Six Thousand One Hundred Pesos Only (Php 156,100.00)** 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,

  
**FEDERICO P. MARTIN, Ed.D, C.Ed.D, CESO V**  
*Schools Division Superintendent*

CONFORME:

  
ML CONSUMER GOODS  
TRADING

(Signature Over Printed Name)

02-10-22

(Date)

12/29/2021  
/pin/



"DepEd SDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City  
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: [depedbaguiocty@gmail.com](mailto:depedbaguiocty@gmail.com)  
Website: [www.depedpincs.com](http://www.depedpincs.com) | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://www.facebook.com/DepedTayoBaguioCity)



ISO 9001:2015 Certified  
Quality Management System  
CRN RU-19.2560.026  
Issued on 12/27/2019



Republic of the Philippines  
Department of Education  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY

## NOTICE TO PROCEED

December 31, 2021

**MARVIN T. MALIDOM**  
ML Consumer Goods Trading

Dear Mr. Malidom:

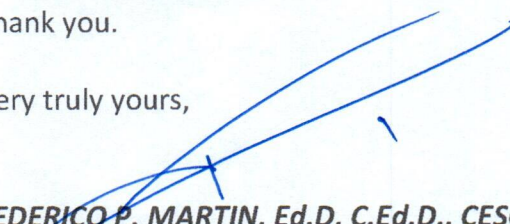
This refers to our award of contract to your company for the procurement of Supplies and Materials for BAC office supplies in the amount of PHILIPPINE PESOS **One Hundred Fifty Six Thousand One Hundred Pesos Only (Php 156,100.00)** inclusive of appropriate taxes and fees.

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,

  
**FEDERICO P. MARTIN, Ed.D., C.Ed.D., CESO V**  
Schools Division Superintendent

CONFORME:

  
ML CONSUMER GOODS  
TRADING

(Signature Over Printed Name)

02-10-22

(Date)

12/31/2021  
/pjn/

"DepEd SDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City  
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: [depedbaguiocty@gmail.com](mailto:depedbaguiocty@gmail.com)  
Website: [www.depedpines.com](http://www.depedpines.com) | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://facebook.com/DepedTayoBaguioCity)



ISO 9001:2015 Cert  
Quality Management S  
CMM NO: 19-2560-01  
Issued on 12/27/20

# PURCHASE ORDER

DepEd, Division Of Baguio

IT

Supplier : <b>ML CONSUMER GOODS TRADING</b>	P.O. No. : 21-12-235
Address : 585 Bua, Tuding, Itogon, Benguet	Date : December 29, 2021
TIN: 739-648-994-000	Mode of Procurement : SVP

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

Place of Delivery : DepEd, Division Office Baguio	Delivery Term :
Date of Delivery :	Payment Term : after delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	Reams	PAPER, MULTICOPY, A4 70 gsm	50	150.00	7,500.00
2	Reams	PAPER, MULTICOPY, Legal 70 gsm	20	173.00	3,460.00
3	Pieces	FOLDER, LONG, EXPANDABLE (BLUE)	100	17.00	1,700.00
4	Pack	FOLDER, ORDINARY (LONG) (100s)	1	410.00	410.00
5	Boxes	FASTENER, METAL	20	45.00	900.00
6	Packs	GEL PEN (12's) ASSORTED COLOR	10	160.00	1,600.00
7	Boxes	SIGN PEN (BLUE) (12 pcs /box)	10		-
		LIQUIDLY FREE INK PEN GEL 0.5		550.00	5,500.00
		NEEDLE TIP 0.5 mm			-
8	Boxes	SIGN PEN (BLACK) (12 pcs /box)	10		-
		LIQUIDLY FREE INK PEN GEL 0.5		550.00	5,500.00
		NEEDLE TIP 0.5 mm			-
9	Box	SIGN PEN (LIGHT BLUE) (12 pcs /box)	1		-
		LIQUIDLY FREE INK PEN GEL 0.5		600.00	600.00
		NEEDLE TIP 0.5 mm			-
10	Box	SIGN PEN (RED) (12 pcs /box)	1		-
		LIQUIDLY FREE INK PEN GEL 0.5		550.00	550.00
		NEEDLE TIP 0.5 mm			-
11	Boxes	BACKFOLD CLIP (1/2")	20	20.00	400.00
12	Boxes	BACKFOLD CLIP (1")	20	25.00	500.00
13	Boxes	BACKFOLD CLIP (1 1/4")	20	30.00	600.00
14	Packs	STICKER PAPER A4 (10/pack)	10	45.00	450.00
15	Pads	STICKY NOTE PAD (2"x3")	20	35.00	700.00
16	Pads	STICKY NOTE ARROW FLAGS	10	48.00	480.00
17	Rolls	PACKAGING TAPE (clear) 2" x 100 m	30	60.00	1,800.00
18	Bottles	INK CART, EPSON (003), BLACK	30	260.00	7,800.00
19	Bottles	INK CART, EPSON (003), CYAN	20	280.00	5,600.00
20	Bottles	INK CART, EPSON (003), MAGENTA	20	280.00	5,600.00
21	Bottles	INK CART, EPSON (003), YELLOW	20	280.00	5,600.00
22	Carts	INK CART, EPSON 810 (BLACK)	20	1,100.00	22,000.00
23	Carts	INK CART, EPSON 811 (COLORED)	20	1,400.00	28,000.00
24	Pieces	RECORD BOOK, 300 PAGES	30	60.00	1,800.00
25	Pieces	CORRECTION TAPE	30	20.00	600.00
26	Pieces	EXTERNAL HARD DRIVE	5	2,900.00	14,500.00
27	Pieces	HEAVY DUTY PUNCHER	5		-
		- Can punch up to 100 sheets		450.00	2,250.00
28	Pieces	HEAVY DUTY STAPLER (Effortless)	5		-
		- Capacity: 25 sheets of 20 lbs paper			-
		- Non skid rubber base			-
		- Ergonomic shape for smooth and comfortable operation		400.00	2,000.00
		- Light force mechanism for long term stapling performance		-	

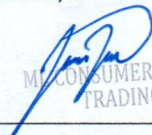
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
29	Boxes	STAPLE WIRE No. 35-5M (5,000 staples)	10	35.00	350.00
30	Box	STAPLE WIRE No. 10-1M (20 mini boxes) (1,000 staples/mini box)	1	280.00	280.00
31	Tubes	CUTTER BLADE REFILL (18mm)	2	35.00	70.00
32	Rolls	SCOTCH TAPE (clear) 1" X 100 m	10	20.00	200.00
33	Pieces	STORAGE & ORGANIZING BOX (95L)	10	850.00	8,500.00
34	Pieces	Office desk organizer (color black, please see attached photo for reference)	2	650.00	1,300.00
35	Pieces	Steel file cabinet/drawer ( please see attached photo for reference)	2	8,000.00	16,000.00
36	Pieces	Metal paper tray (color black, please see attached photo for reference)	2	500.00	1,000.00
***NOTHING FOLLOWS***					

Supplies and materials for the BAC office supplies					
				TOTAL	156,100.00

Total Amount in Words: **One Hundred Fifty Six Thousand One Hundred 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:

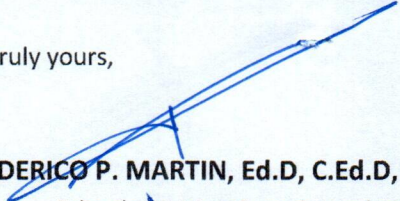


ML CONSUMER GOODS TRADING


02-10-22

Date

Very truly yours,



**FEDERICO P. MARTIN, Ed.D, C.Ed.D, CESO V**  
Schools Division Superintendent

<p>Fund Cluster : <u>07</u></p> <p>Funds Available : <u>₱156,100.00</u></p> <p style="text-align: center;"> <b>LILIBETH G. DEGSI</b> Accountant III</p>	<p>ORS/BURS No. : <u>00-2021-12-00035</u></p> <p>Date of the ORS/BURS: <u>December 31, 2021</u></p> <p>Amount : <u>156,100.00</u></p>
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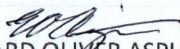
Abstract of bids or quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ open on **December 28, 2021** at DepEd, Baguio City Division

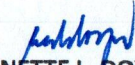
ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	ML CONSUMER GOODS TRADING	PANGHOI ENTERPRISES INC.	QADAR SOVENIRS & GEN. MDSE.
1	Reams	50	PAPER, MULTICOPY, A4 70 gsm	7,500.00	8,050.00	7,650.00
2	Reams	20	PAPER, MULTICOPY, Legal 70 gsm	3,460.00	3,700.00	3,500.00
3	Pieces	100	FOLDER, LONG, EXPANDABLE (BLUE)	1,700.00	1,300.00	1,700.00
4	Pack	1	FOLDER, ORDINARY (LONG) (100s)	410.00	398.00	410.00
5	Boxes	20	FASTENER, METAL	900.00	1,160.00	880.00
6	Packs	10	GEL PEN (12's) ASSORTED COLOR	1,600.00	2,650.00	1,650.00
7	Boxes	10	SIGN PEN (BLUE) (12 pcs /box) LIQUIDLY FREE INK PEN GEL 0.5 NEEDLE TIP 0.5 mm	5,500.00	2,800.00	5,800.00
8	Boxes	10	SIGN PEN (BLACK) (12 pcs /box) LIQUIDLY FREE INK PEN GEL 0.5 NEEDLE TIP 0.5 mm	5,500.00	2,800.00	5,800.00
9	Box	1	SIGN PEN (LIGHT BLUE) (12 pcs /box) LIQUIDLY FREE INK PEN GEL 0.5 NEEDLE TIP 0.5 mm	600.00	280.00	580.00
10	Box	1	SIGN PEN (RED) (12 pcs /box) LIQUIDLY FREE INK PEN GEL 0.5 NEEDLE TIP 0.5 mm	550.00	280.00	580.00
11	Boxes	20	BACKFOLD CLIP (1/2")	400.00	280.00	400.00
12	Boxes	20	BACKFOLD CLIP (1")	500.00	400.00	540.00
13	Boxes	20	BACKFOLD CLIP (1 1/4")	600.00	540.00	600.00
14	Packs	10	STICKER PAPER A4 (10/pack)	450.00	450.00	490.00
15	Pads	20	STICKY NOTE PAD (2"x3")	700.00	360.00	800.00
16	Pads	10	STICKY NOTE ARROW FLAGS	480.00	380.00	500.00
17	Rolls	30	PACKAGING TAPE (clear) 2" x 100 m	1,800.00	1,590.00	1,920.00
18	Bottles	30	INK CART, EPSON (003), BLACK	7,800.00	7,950.00	7,890.00
19	Bottles	20	INK CART, EPSON (003), CYAN	5,600.00	5,300.00	5,620.00
20	Bottles	20	INK CART, EPSON (003), MAGENTA	5,600.00	5,300.00	5,620.00
21	Bottles	20	INK CART, EPSON (003), YELLOW	5,600.00	5,300.00	5,620.00
22	Carts	20	INK CART, EPSON 810 (BLACK)	22,000.00	25,000.00	23,000.00
23	Carts	20	INK CART, EPSON 811 (COLORED)	28,000.00	27,600.00	28,600.00
24	Pieces	30	RECORD BOOK, 300 PAGES	1,800.00	2,160.00	1,860.00
25	Pieces	30	CORRECTION TAPE	600.00	900.00	750.00
26	Pieces	5	EXTERNAL HARD DRIVE	14,500.00	15,500.00	15,000.00
27	Pieces	5	HEAVY DUTY PUNCHER - Can punch up to 100 sheets	2,250.00	4,750.00	2,500.00

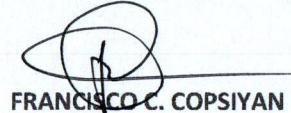
ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	ML CONSUMER GOODS TRADING	PANGHOI ENTERPRISES INC.	QADAR SOVENIRS & GEN. MDSE.
28	Pieces	5	HEAVY DUTY STAPLER (Effortless) - Capacity: 25 sheets of 20 lbs paper - Non skid rubber base - Ergonomic shape for smooth and comfortable operation - Light force mechanism for long term stapling performance	2,000.00	2,200.00	2,250.00
29	Boxes	10	STAPLE WIRE No. 35-5M (5,000 staples)	350.00	300.00	350.00
30	Box	1	STAPLE WIRE No. 10-1M (20 mini boxes) (1,000 staples/mini box)	280.00	191.00	300.00
31	Tubes	2	CUTTER BLADE REFILL (18mm)	70.00	106.00	70.00
32	Rolls	10	SCOTCH TAPE (clear) 1" X 100 m	200.00	160.00	300.00
33	Pieces	10	STORAGE & ORGANIZING BOX (95L)	8,500.00	9,800.00	8,600.00
34	Pieces	2	Office desk organizer (color black, please see attached photo for reference)	1,300.00	-	1,380.00
35	Pieces	2	Steel file cabinet/drawer ( please see attached photo for reference)	16,000.00	17,600.00	14,600.00
36	Pieces	2	Metal paper tray (color black, please see attached photo for reference)	1,000.00	890.00	1,020.00
			***NOTHING FOLLOWS***			
				156,100.00	158,425.00	159,130.00


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


**BAC Members:**

  
EDWARD OLIVER ASPURIA  
Canvasser:

  
ATTY. ANNETTE L. DOYAOEN  
BAC Vice Chairman

  
FRANCISCO C. COPSIYAN  
Member

  
NIÑO M. TIBANGAY  
Member

  
NIEVES D. EBANIO  
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.

  
JULIET C. SANNAD  
BAC CHAIRMAN



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
SCHOOLS DIVISION OFFICE OF BAGUIO CITY

**RESOLUTION NO. 487, S. 2021**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO ML CONSUMER GOODS TRADING**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of office supplies and materials for Bids and Awards Committee use with an Approved Budget for the Contract (ABC) of **One Hundred Sixty Five Thousand Nine Hundred Twenty Pesos only (₱165,920.00)** (Annex A);

**WHEREAS** on December 23, 2021, the DepEd – Bids and Awards Committee (BAC) posted/published the Request For Quotation (RFQ) for the said procurement project. The following suppliers/contractors signified their intent to participate by submitting their respective quotations/proposals, *to wit*:


Supplier/Distributors	Quotation (Php)
ML CONSUMER GOODS TRADING	₱ 156,100.00
PANGHOI ENTERPRISES	₱ 158,425.00
QADAR SOUVENIRS AND GENERAL MERCHANDISE	₱ 159,130.00

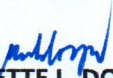
**WHEREAS** the proposal of **ML CONSUMER GOODS TRADING** is found to be the most compliant with the PR, and its price quotation amounting to **One Hundred Fifty Six Thousand One Hundred Pesos only (₱156,100.00)** is the most economical and advantageous to the Government, thereby rendering the same as the lowest calculated responsive bid;

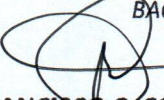
**WHEREAS** Section 12 of R.A. No. 9184 mandates that the BAC shall recommend the award of the contract to the Head of the Procuring Entity or his/her duly authorized representative.


**NOW THEREFORE**, for and in consideration of the foregoing, **We**, the Members of the Bids and Awards Committee, hereby **RECOMMEND** to the Schools Division Superintendent the **AWARD OF CONTRACT** via Alternative Method of Procurement – Small Value Procurement to **ML CONSUMER GOODS TRADING** for the procurement of supplies and materials for Bids and Awards Committee use in the amount of **One Hundred Fifty Six Thousand One Hundred Pesos only (₱156,100.00)** inclusive of appropriate taxes and fees.


RESOLVED, this 29<sup>th</sup> day of December 2021, Baguio Division Office Conference Hall, Baguio City.

  
**JULIET C. SANNAD**  
 BAC Chairperson

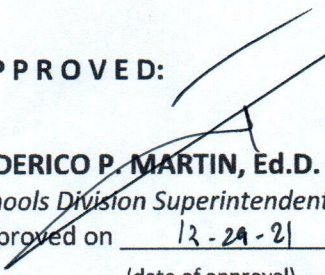
  
**ATTY. ANNETTE L. DOYAOEN**  
 BAC Vice-Chairperson

  
**FRANCISCO C. COPSIYAN**  
 BAC Member

  
**NIÑO TIBANGAY**  
 BAC Member

  
**NIEVES D. EBANIO**  
 BAC Member

**APPROVED:**

  
**FEDERICO P. MARTIN, Ed.D. CEEd, CESO V**  
 Schools Division Superintendent  
 Approved on 12-29-21  
 (date of approval)



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OFFICE OF BAGUIO CITY**

**RESOLUTION NO. 461 s. 2021**

**RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT**

**WHEREAS** the BAC received a request for the procurement of office supplies and materials for Bids and Awards Committee use with an Approved Budget for the Contract (ABC) of **One Hundred Sixty Five Thousand Nine Hundred Twenty Pesos only (₱165,920.00)** (Annex A);

**WHEREAS** the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 mandates that all procurement shall be done through competitive bidding;

**WHEREAS** the same IRR of RA 9184 provides for exemption under Rule XVI – Alternative Methods of Procurement;


**WHEREAS** pursuant to Section 48 of the afore-cited Rule, the Department of Education – Division of Baguio City (DO) may resort to the alternative method of procurement – **Small Value Procurement** to promote economy and efficiency if the amount involved does not exceed the threshold prescribed in Annex “H” of the IRR and does not fall under shopping in Section 52 of this IRR;

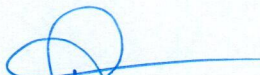
**NOW THEREFORE**, We, the Members of the Bids and Awards Committee, do hereby **RESOLVED** as it is hereby **RESOLVED**, to resort to the alternative method of procurement – **Small Value Procurement** for the procurement of office supplies and materials for Bids and Awards Committee use;


**RESOLVED FINALLY**, to post this Resolution at the DO Website, PhilGEPS (if Php50,000.00 and above), and other conspicuous place at the premises of the DO.


December 22, 2021, *Baguio Division Office Conference Hall, Baguio City.*

  
**JULIET C. SANNAD**  
 BAC Chairperson

  
**ATTY. ANNETTE L. DOYAOEN**  
 BAC Vice-Chairperson

  
**FRANCISCO C. COPSIYAN**  
 BAC Member

  
**NIÑO TIBANGAY**  
 BAC Member

  
**NIEVES D. EBANIO**  
 BAC Member

**APPROVED:**

  
**FEDERICO P. MARTIN, EdD CEEd, CESO V**  
 Schools Division Superintendent

Approved on 12-22-21  
 (date of approval)