



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OFFICE OF BAGUIO CITY  
JOSEFA CARIÑO ELEMENTARY SCHOOL

**NOTICE OF AWARD**

February 10, 2022

**MS. MARISSA CHAUR**

QADAR SOUVENIRS AND GENERAL MERCHANDISE

Stall No. 1150 (135) G/F Bldg I, Marharlika Livelihood Complex  
Bagong Lipunan, Baguio City

Dear Ms. Chaur:

We are pleased to notify you that your price quotation and proposal for the procurement of office and school supplies and equipment for CY 2022 (items 2 to 15) in the amount of PHILIPPINE PESOS One Hundred Two Thousand, Five Hundred Six Pesos and Thirty-Two Centavos (Php 102,506.32) 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,

**CASTRO P. CANUTO**  
Principal II

**CONFORME:**

(Signature Over Printed Name)

02-10-22

(Date)



Address: 82 Military Cut-off Road, Baguio City  
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbaguio@deped.gov.ph  
Website: www.depedpmes.com | Facebook Page: facebook.com/DepedTayobaguioCity



ISO 9001:2015 Certified  
Quality Management System  
CRS ID: 19-2380-026  
Issued on 12/27/2019



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
 SCHOOLS DIVISION OFFICE OF BAGUIO CITY  
 District 6  
 Josefa Cariño elementary school  
 Baguio city

**NOTICE TO PROCEED**

February 12, 2022

**MARISSA CHAUR**  
 QADAR SOUVENIRS AND GENERAL MERCHANDISE  
 Stall No. 1150 (135) G/F Bldg I, Marharlika Livelihood Complex  
 Bagong Lipunan, Baguio City

Dear Ms. Chaur:

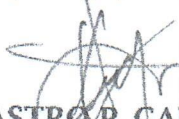
This refers to our award of contract to your company for the procurement office and school supplies and equipment for CY 2022 in the amount of PHILIPPINE PESOS *One Hundred Two Thousand, Five Hundred Six Pesos And Thirty-Two Centavos (Php 102,506.32) inclusive of appropriate taxes and fees.*

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/PO.


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

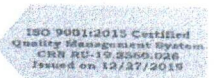
Thank you.

Very truly yours,

  
**CASTRO P. CANUTO**  
 Principal II

**CONFORME:**

I acknowledge receipt of this Notice on 02-22-22  
 Name of the Representative of the Bidder: QADAR SOUVENIRS AND GENERAL MERCHANDISE  
 Authorized Signature:   
 (Signature over printed name)





**PURCHASE ORDER**  
 Department of Education  
 Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
**JOSEFA CARIÑO ELEMENTARY SCHOOL**  
 Yandoc St., Baguio City

Supplier : <u>QADAR SOUVENIRS AND GENERAL MERCHANDISE</u>	P.O. No. : <u>2022-01-003</u>
Address : <u>Marharlika Livelihood Complex, Bagong Lipunan, Baguio City</u>	Date : <u>February 11, 2022</u>
TIN : <u>165-285-294-000</u>	Mode of Procurement : _____

Gentlemen:

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

Place of Delivery : <u>Josefa Cariño Elementary School</u>	Delivery Term : <u>Deliver</u>
Date of Delivery : _____	Payment Term : <u>Check</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Ream	PAPER, Multi-Purpose (COPY) A4, atleast 70 gsm	68	137.74	P9,366.32
2	Piece	STAPLE REMOVER, PLIER-TYPE, metal	69	100.00	P6,900.00
3	Piece	TAPE DISPENSER, TABLE TOP, for 24mm width tape	3	250.00	P750.00
4	Piece	Stapler wire, heavy duty, 23/24 (15/16")	20	100.00	P2,000.00
5	Unit	Television, Flat screen, Smart TV, 42 inches	1	11,000.00	P11,000.00
6	Unit	Refrigerator, two-door	1	14,990.00	P14,990.00
7	Piece	Stapler, binder type, heavy duty	1	1,100.00	P1,100.00
8	Piece	Binding and punching machine, heavy duty	1	7,000.00	P7,000.00
9	Piece	Paper trimmer/cutting machine	1	1,200.00	P1,200.00
10	Piece	Paper shredder, heavy duty	1	9,000.00	P9,000.00
11	Piece	Uninterruptible power supply (ups)	3	3,000.00	P9,000.00
12	Piece	atleast 256 GB SSD Desktop Hard Drive	1	3,000.00	P3,000.00
13	Piece	Automatic Voltage Regulator (AVR) 3 Socket	1	1,200.00	P1,200.00
14	Piece	Extension Wheel Cord, atleast 10meters	2	3,000.00	P6,000.00
15	Piece	Office Swivel Chair, atleast Mid Back Chair, fixed arm rest, height adjustable	4	5,000.00	P20,000.00
		-Nothing Follows-			

**One Hundred Two Thousand, Five Hundred Six Pesos And Thirty-Two Centavos**

**P102,506.32**

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:

Signature over Printed Name of Supplier

02-11-22

Date

**CASTRO P. CANUTO**

February 11, 2022  
Date

Fund Cluster : \_\_\_\_\_

Funds Available : \_\_\_\_\_

Signature over Printed Name of Chief Accountant/Head of  
Accounting Division/Unit

ORS/BURS No. : \_\_\_\_\_

Date of the ORS/BURS: \_\_\_\_\_

Amount : \_\_\_\_\_



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OFFICE OF BAGUIO CITY  
 JOSEFA CARIÑO ELEMENTARY SCHOOL

**RESOLUTION NO. 001, S. 2022**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE PROCUREMENT TO QADAR SOUVENIRS & GENERAL MERCHANDISE, FOR THE PROCUREMENT OF OFFICE AND SCHOOL SUPPLIES AND EQUIPMENT FOR CY 2022 AND ML CONSUMER GOODS TRADING FOR THE PROCUREMENT OF BOND PAPERS**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of office and school supplies and equipment for CY 2022 with an Approved Budget for the Contract (ABC) of One Hundred Three Thousand, Four Hundred Ten Pesos Only (Php 103,410.00) (Annex A);

**WHEREAS** on January 31, 2022, the DepEd - 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>
QADAR SOUVENIRS AND GENERAL MERCHANDISE	Php 102,506.32
BAN BEE COMMERCIAL CO., INC.	Php 119,211.00
COKINS EVERYWEAR & GEN. MERCHANDISE	Php 35,950.00

[insert more row if necessary]

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

<b>Supplier/Distributors</b>	<b>Non-Compliance</b>
BAN BEE COMMERCIAL CO., INC.	Php 119,211.00
COKINS EVERYWEAR & GEN. MERCHANDISE	Php 35,950.00

[insert more row if necessary]

**WHEREAS** the proposal of **QADAR SOUVENIRS AND GENERAL MERCHANDISE** is found to be the most compliant with the PR, and its price quotation amounting to **ONE HUNDRED TWO THOUSAND, FIVE HUNDRED SIX PESOS AND THIRTY-TWO CENTAVOS (Php 102,506.32)** 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 *Negotiated Procurement - Small Value Procurement* to **QADAR SOUVENIRS & GENERAL MERCHANDISE** for the procurement of Office and School Supplies and Equipment for CY 2022 in the amount of One Hundred Two Thousand, Five Hundred Six Pesos And Thirty-Two Centavos (Php 102,506.32) inclusive of appropriate taxes and fees.



Address: Yandoc St., Baguio City  
 Telephone number: 442-3149



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OFFICE OF BAGUIO CITY  
 JOSEFA CARIÑO ELEMENTARY SCHOOL

RESOLVED, this *February 08, 2022*, *Josefa Cariño Elementary School, Baguio City.*

*Charito T. Fernandez*  
**CHARITO T. FERNANDEZ**  
 BAC Chairperson

*Rhodora B. Estolero*  
**RHODORA B. ESTOLERO**  
 BAC Vice-Chairperson

*Mary B. Rayosen*  
**MARY B. RAYOSEN**  
 BAC Member

*Mary Ann R. Bunnol*  
**MARY ANN R. BUNNOL**  
 BAC Member

*Marissa J. Jorvina*  
**MARISSA J. JORVINA**  
 BAC Member

**APPROVED:**

*Castro P. Canuto*  
**CASTRO P. CANUTO**  
 Principal II  
 Approved on February 08, 2022



Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ opened on February 08, 2022, at Josefa Cariño Elementary School, Baguio City

ITEM	UNITS	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	QADAR SOUVENIRS & GENERAL MERCHANDISE		BAN BEE COMMERCIAL CO., INC.		COKINS EVERYWEAR & GEN. MERCHANDISE	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Ream	68	PAPER, Multi-Purpose (COPY) A4, atleast 70 gsm	P137.74	P9,366.32	P177.00	P12,036.00	P155.00	P10,540.00
2	Piece	69	STAPLE REMOVER, PLIER-TYPE, metal	P100.00	P6,900.00	P55.00	P3,795.00	P50.00	P3,450.00
3	Piece	3	TAPE DISPENSER, TABLE TOP, for 24mm width tape	P250.00	P750.00	P110.00	P330.00	P120.00	P360.00
4	Piece	20	Stapler wire, heavy duty, 23/24 (15/16")	P100.00	P2,000.00	P350.00	P7,000.00	P80.00	P1,600.00
5	Unit	1	Television, Flat screen, Smart TV, 42 inches	P11,000.00	P11,000.00	P18,400.00	P18,400.00		P0.00
6	Unit	1	Refrigerator, two-door	P14,990.00	P14,990.00	P18,700.00	P18,700.00		P0.00
7	Piece	1	Stapler, binder type, heavy duty	P1,100.00	P1,100.00	P2,400.00	P2,400.00	P600.00	P600.00
8	Piece	1	Binding and punching machine, heavy duty	P7,000.00	P7,000.00	P10,500.00	P10,500.00	P16,500.00	P16,500.00
9	Piece	1	Paper trimmer/cutting machine	P1,200.00	P1,200.00	P1,300.00	P1,300.00		P0.00
10	Piece	1	Paper shredder, heavy duty	P9,000.00	P9,000.00	P7,000.00	P7,000.00		P0.00
11	Piece	3	Uninterruptible power supply (ups)	P3,000.00	P9,000.00	P3,750.00	P11,250.00		P0.00
12	Piece	1	atleast 256 GB SSD Desktop Hard Drive	P3,000.00	P3,000.00	P3,000.00	P3,000.00		P0.00
13	Piece	1	Automatic Voltage Regulator (AVR) 3 Socket	P1,200.00	P1,200.00	P500.00	P500.00		P0.00
14	Piece	2	Extension Wheel Cord, atleast 10meters	P3,000.00	P6,000.00	P1,500.00	P3,000.00	P1,450.00	P2,900.00
15	Piece	4	Office Swivel Chair, atleast Mid Back Chair, fixed arm rest, height adjustable	P5,000.00	P20,000.00	P5,000.00	P20,000.00		P0.00
			...NOTHING FOLLOWS...						
			<b>Total</b>		<b>P102,506.32</b>		<b>P119,211.00</b>		<b>P35,950.00</b>

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

MEMBERS:

  
MARY B. RAYOSEN  
 BAC MEMBER

  
CHARITO T. FERNANDEZ  
 BAC CHAIRPERSON

  
RHODORA B. ESTOLERO  
 BAC-VICE CHAIRPERSON

  
MARISSA J. JORVINA  
 BAC MEMBER

  
MARY ANN BUNNOL  
 BAC 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.

  
CASTROP. CANUTO  
 SCHOOL HEAD