



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
BAGUIO CITY NATIONAL SCIENCE HIGH SCHOOL
Purok 12, Irisan, Baguio City



NOTICE OF AWARD

June 2, 2022

THE MANAGER
PRINT EXPERT.COM
Baguio City


Dear Sir/Madame:

We are pleased to notify you that your price quotation and proposal for the procurement of **MEDAL, DIPLOMA, DIPLOMA SEAL AND RIBBONS** for the use of the school in the amount of **Eighty thousand four hundred seventy Philippine pesos (P80,470.00)** 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,


MARIA JOAN D. ANDAYAN
School Head

CONFORME:

PRINT EXPERT.COM

(Signature Over Printed Name)

(Date)



NOTICE TO PROCEED

June 3, 2022

THE MANAGER
PRINT EXPERT.COM
Baguio City

Dear Sir/Madame:

This refers to our award of contract to your company for the procurement **MEDAL, DIPLOMA, DIPLOMA SEAL AND RIBBONS** for the use of the school in the amount of **Eighty thousand four hundred seventy Philippine pesos (P80,470.00)** 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.

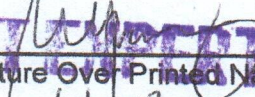
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,


MARIA JOAN D. ANDAYAN
School Head

CONFORME: .


PRINT EXPERT.COM
(Signature Over Printed Name)

6/7/2022

(Date)

Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
DIVISION OF BAGUIO CITY
 #82 Military Cut-Off, Baguio City

PURCHASE ORDER

Supplier : **PRINT EXPERT.COM** P.O. No. : **S2022-06-009**
 Address : **Noble Bldg., Calderon St., Baguio City** Date : **03-Jun-22**
 TIN : **934-202-142-000** Mode of Procurement : **SVP**

Gentlemen:

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

Place of Delivery : **BCNSHS- Irisan** Delivery Term : _____
 Date of Delivery : **on or before June 24, 2022** Payment Term : _____

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pc	Medal, with DepEd seal, 6 cm diameter, 30 g, personalized lace (name of the school)			-
		Gold	30	65.00	1,950.00
		Silver	300	65.00	19,500.00
		Bronze	550	65.00	35,750.00
	sheet	Diploma printing, A4 size	506	15.00	7,590.00
	box	Seal for diploma, #23	10	50.00	500.00
	pc	Ribbons for graduate and parent	1012	15.00	15,180.00
		Nothing Follows			
		TOTAL			80,470.00

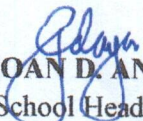
(Total Amount in Words) **Eighty thousand four hundred seventy pesos**

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:


PRINT EXPERT.COM
 (Signature over Printed Name of Supplier)
 (Date) 6/7/2022

Very truly yours,


MARIA JOAN D. ANDAYAN
 School Head

Fund Cluster : 01
 Funds Available : _____
MARIFE O. CACHERO 4/7/22
 Administrative Assistant III

ORS/BURS No. : 62-101101-2022-05-00602
 Date of the ORS/BURS: 4/29/22
 Amount : ₱ 358,300



BIDS AND AWARDS COMMITTEE

RESOLUTION NO. 06-001, S. 2022

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT
– SMALL VALUE PROCUREMENT TO PRINT EXPERT .COM**

WHEREAS Baguio City National Science High School prepared the Purchase Request (PR) for the procurement of **MEDAL, DIPLOMA, DIPLOMA SEAL AND RIBBONS** with an Approved Budget for the Contract (ABC) of **One hundred thirty-six thousand five hundred sixty Philippine pesos (₱ 136,560.00)**;

WHEREAS on May 23, 2022, the School Bids and Awards Committee 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*:

SUPLIERS/DISTRIBUTORS	QUOTATION (₱)
PRINT EXPERT .COM	₱ 80,470.00
QADAR SOUVENIRS AND GENERAL MERCHANDISE	₱ 128,034.00
SEAN PRINT & WAIT PRINTING SERVICES	₱ 99,990.00

WHEREAS the proposal of **PRINT EXPERT .COM** has the lowest and responsive bid on the products to be procured;

WHEREAS the proposal of **PRINT EXPERT .COM** is found to be the most compliant with the PR, and its price quotation amounting to **Eighty thousand four hundred seventy Philippine pesos (₱80,470.00)** only is the most economical and advantageous to the Government, thereby rendering the same as the lowest calculated responsive bid;

WHEREAS Section 12 of RA 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.

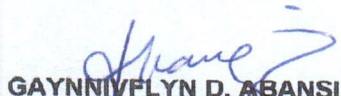
NOW THEREFORE, for and in consideration of the foregoing, **We**, the Members of Bids and Awards Committee, hereby **RECOMMEND** to the School Head the **AWARD of CONTRACT** via Alternative Method of Procurement – Small Value Procurement to **PRINT EXPERT .COM** for the procurement of **MEDAL, DIPLOMA, DIPLOMA SEAL AND RIBBONS** with an Approved Budget for the Contract (ABC) of **One hundred thirty-six thousand five hundred sixty Philippine pesos (₱ 136,560.00)**; inclusive of appropriate taxes and fees.

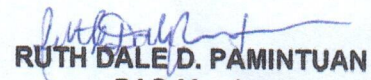
RESOLVED, this 2nd day of June 2022, Baguio City National Science High School, Baguio City.


JEREMY L. BASTIAN
BAC Member



PIA P. DULIGAS
BAC Chairperson


LESLI N. TONGYOFEN
BAC Member


GAYNNIVLYN D. ABANSI
BAC Member


RUTH DALE D. PAMINTUAN
BAC Member

Approved:


MARIA JOAN D. ANDAYAN
School Head