



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

## NOTICE OF AWARD

November 04, 2022

**SAMSON P. MANUEL**

Sean Print and Wait Printing Services

Dear *Mr. Manuel*:

We are pleased to notify you that your price quotation and proposal for the procurement of tumbler bottles for the conduct of rewards recognition for 2022 service awardees on December 16, 2022 in the amount of PHILIPPINE PESOS **One Hundred Thirty Eight Thousand Two Hundred Fifty Pesos Only (Php 138,250.00)** 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:

*SAMSON P. MANUEL*  
(Signature Over Printed Name)

*Nov. 4 2022*  
(Date)

11/04/2022  
/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: [depedbaguio@gmail.com](mailto:depedbaguio@gmail.com)  
Website: [www.depedpines.com](http://www.depedpines.com) | Facebook Page: [facebook.com/DepEdTayoBaguioCity](https://www.facebook.com/DepEdTayoBaguioCity)



ISO 9001:2015 Certified  
Quality Management System  
CRN RU.19.2560.02  
Issued on 12/27/20



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

## NOTICE TO PROCEED

November 8, 2022

**SAMSON P. MANUEL**

Sean Print and Wait Printing Services

Dear *Mr. Manuel*:

This refers to our award of contract to your company for the procurement of tumbler bottles for the conduct of rewards recognition for 2022 service awardees on December 16, 2022 in the amount of PHILIPPINE PESOS **One Hundred Thirty Eight Thousand Two Hundred Fifty Pesos Only (Php 138,250.00)** 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:

*S P Manuel*  
SAMSON MANUEL  
(Signature Over Printed Name)  
NOV. 8, 2022  
(Date)

11/8/2022  
/pjn/

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Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: [depedbaguio@gmail.com](mailto:depedbaguio@gmail.com)  
Website: [www.depedpines.com](http://www.depedpines.com) | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://www.facebook.com/DepedTayoBaguioCity)



ISO 9001:2015 Certified  
Quality Management System  
CRN RU-19.2560.02  
Issued on 12/27/20

PURCHASE ORDER

DepEd, Division Of Baguio

IT

RECEIVED  
NOV 15 2022

Supplier : SEAN PRINT & WAIT PRINTING SERVICES  
Address : ID 40, Betag La Trinidad, Benguet  
TIN : 926-694-320-000

P.O. No. : 22-11-179  
Date : November 7, 2022  
Mode of Procurement : SV

Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:  
DepEd Baguio City Division BUDGET Time: 8:35

Place of Delivery : DepEd, Division Office Baguio  
Date of Delivery : DECEMBER 15, 2022  
Delivery Term : BEFORE THE ACTIVITY  
Payment Term : after delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc	Personalized tumbler bottle (Hot and Cold, color blue, 500ml) *Please see attached sample design ***NOTHING FOLLOWS***	395	350.00	138,250.00
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Tumbler bottles for the conduct of rewards recognition for 2022 service awardees on Dec. 16, 2022

				TOTAL	138,250.00
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Total Amount in Words: **One Hundred Thirty Eight Thousand Two Hundred Fifty 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: \_\_\_\_\_  
SEAN PRINT & WAIT PRINTING SERVICES  
NOV. 7, 2022  
Date

Very truly yours,  
FEDERICO P. MARTIN, EdD, CedD, CESO V  
Schools Division Superintendent

Fund Cluster : 01  
Funds Available : ₱ 138,250.00

ORSBURS No. : 2022-11-0763  
Date of the ORS/BURS: 11/15/22  
Amount : 138,250


LILIBETH G. DEGSI  
Accountant III

Abstract of bids or quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ open on **October 24, 2022** at DepEd, Baguio City Division

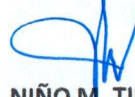
ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	SEAN PRINT & WAIT PRINTING SERVICES	AVECILLA TRADING	ANCLAZE TRADING CORP.	ONU CONSUMER GOODS TRADING	KAREN INTERNATIONAL INC.	L SERRANO CONSUMER GOODS TRADING
1	pc	395	Personalized tumbler bottle (Hot and Cold, color blue, 500ml) *Please see attached sample design ***NOTHING FOLLOWS***	138,250.00	167,480.00	179,725.00	191,575.00	195,525.00	196,792.95
				138,250.00	167,480.00	179,725.00	191,575.00	195,525.00	196,792.95

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:**

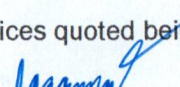
Canvasser:   
**ATTY. ANNETTE L. DOYAOEN**  
 BAC Vice-Chairman

  
**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. 314, S. 2022**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO SEAN PRINT & WAIT PRINTING SERVICES**

WHEREAS the Department of Education prepared the Purchase Request (PR) for the procurement of **Tumbler Bottle for the Rewards Recognition for 2022 Service Awardees** with an Approved Budget for the Contract (ABC) of **ONE HUNDRED NINETY SEVEN THOUSAND FIVE HUNDRED PESOS ONLY (₱197,500.00)** (Annex A);

WHEREAS on October 12, 2022, 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)
SEAN PRINT & WAIT PRINTING SERVICES	₱ 138,250.00
AVECILLA TRADING	₱ 167,480.00
ANCLAZE TRADING CORP.	₱ 179,725.00
ONU CONSUMER GOODS TRADING	₱ 191,575.00
KAREN INTERNATIONAL INC.	₱ 195,525.00
L SERRANO CONSUMER GOODS TRADING	₱ 196,792.95

WHEREAS the proposal of **SEAN PRINT & WAIT PRINTING SERVICES** is found to be the most compliant with the PR, and its price quotation amounting to **One Hundred Thirty Eight Thousand Two Hundred Fifty Pesos Only (₱138,250.00)** is the most economical and advantageous to the Government, thereby 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 **SEAN PRINT & WAIT PRINTING SERVICES** for the procurement of **Tumbler bottles for the Rewards Recognition for 2022 Service Awardees** in the amount of **One Hundred Thirty Eight Thousand Two Hundred Fifty Pesos Only (₱138,250.00)** inclusive of appropriate taxes and fees.

RESOLVED, this 27<sup>th</sup> day of October, 2022, Baguio Division Office Conference Hall, Baguio City.

*[Signature]*  
**JULIET C. SANNAD**  
BAC Chairperson

*[Signature]*  
**ATTY. ANNETTE L. DOYAOEN**  
BAC Vice-Chairperson 1/2

*[Signature]*  
**FRANCISCO C. COPSIYAN**  
BAC Member

*[Signature]*  
**NIÑO TIBANGAY**  
BAC Member

*[Signature]*  
**NIEVES D. EBANIO**  
BAC Member

**APPROVED:**

*[Signature]*  
**FEDERICO P. MARTIN, Ed.D. CEEd, CESO V**  
Schools Division Superintendent  
Approved on 11/2/22  
(date of approval)

NOV 04 2022



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

**RESOLUTION NO. 328 s. 2022**

**RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT**

**WHEREAS** the BAC received a request for the procurement of Tumbler Bottle during the conduct of “Rewards and Recognition for 2022 Service Awardees” with an Approved Budget for the Contract (ABC) of *One Hundred Ninety Seven Thousand Five Hundred Pesos only (₱197,500.00)* (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 Tumbler Bottle during the conduct of “Rewards and Recognition for 2022 Service Awardees”;

**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.

October 6, 2022, *Baguio Division Office Conference Hall, Baguio City.*

  
**JULIET C. SANNAD**  
 BAC Chairperson

  
**ATTY. ANNETTE L. DOYAOEN**  
 BAC Vice-Chairperson *Co/Ch*

  
**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

DepED-SDO Baguio City  
 Bids and Awards Committee  
 By R. Valentino  
 Date 10-12-2022  
**RECEIVED**

Approved on 10-7-22  
 (date of approval)