



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

NOTICE OF AWARD

October 10, 2022

MELANE WATKINS
EM Royale Hotel

Dear *Ms. Watkins*:

We are pleased to notify you that your price quotation and proposal for the procurement of meals, snacks and accommodation of 2023 Corporate Planning and Budgeting in the amount of PHILIPPINE PESOS **Two Hundred Eight Thousand Six Hundred Pesos Only (Php 208,600.00)** inclusive of appropriate taxes and fees, has been accepted.

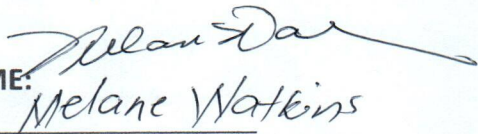
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,

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

CONFORME:


Melane Watkins
(Signature Over Printed Name)

10-20-22
(Date)

10/10/2022
/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: depedbaguiocity@gmail.com
Website: www.depedpines.com | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://www.facebook.com/DepedTayoBaguioCity)



ISO 9001:2015 Cer
Quality Management
CRN RU-19-2560-1
Issued on 12/27/2



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

NOTICE TO PROCEED

October 12, 2022

MELANE WATKINS
EM Royale Hotel

Dear *Ms. Watkins*:

This refers to our award of contract to your company for the procurement of meals, snacks and accommodation of 2023 Corporate Planning and Budgeting in the amount of PHILIPPINE PESOS **Two Hundred Eight Thousand Six Hundred Pesos Only (Php 208,600.00)** 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:
Melane Watkins
Melane Watkins
(Signature Over Printed Name)
10-20-22
(Date)

10/12/2022
/pjn/



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ISO 9001:2015 Cer
Quality Management
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PURCHASE ORDER

DepEd, Division Of Baguio

15

Supplier : EM ROYALLE HOTEL	P.O. No. : 22-10-169
Address : Taboc, San Juan La Union	Date : October 11, 2022
TIN: 711-716-941	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	pax	Day 0 (check-in with accommodation) Dinner	35	1,000.00	35,000.00
2	pax	Day 1 (with accommodation) 3 meals (Breakfast, Lunch, Dinner) 2 Snacks (AM,PM)	35	1,990.00	69,650.00
3	pax	Day 2 (with accommodation) 3 meals (Breakfast, Lunch, Dinner) 2 Snacks (AM,PM)	35	1,990.00	69,650.00
4	pax	Day 3 (check-out) 2 Meals (Breakfast and Lunch) 2 Snacks (AM,PM) With the following inclusions: *Reliable WIFI Internet Connection in rooms and *One (1) larfe airconditioned session hall w/ tables & chairs that can accommodate 35 participants following safety health protocols based on IATF and LGU issuances Hall must have sound system, 3 microphone & projector W/ accessible outlets or extension cords. *Room accommodation must be air conditioned,w/ single beds or one person per bed. Maximum of 4 persons/room *Rooms must have own CR & water supply w/ toiletries *With 2 solo air-conditioned rooms *with free flowing coffee, tea, milo and water *Facility must be near the beach front and with swimming pool. ***NOTHING FOLLOWS***	35	980.00	34,300.00

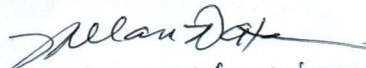
Meals, snacks and accommodation for the 2023 Corporate Planning on October 17 to 20, 2022

	TOTAL	208,600.00
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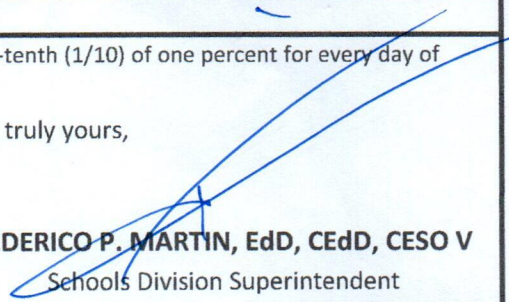
Total Amount in Words: Two Hundred Eight Thousand Six Hundred Pesos Only

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:


 Melane Wattuis
 EM ROYALLE HOTEL
 10-20-22

Very truly yours,


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

Date

Fund Cluster : <u>G1</u>	ORS/BURS No. : <u>2022-10-01605</u>
Funds Available : <u>₱ 208,600.00</u>	Date of the ORS/BURS: <u>10/12/22</u>
 LILIBETH G. DEGSI Accountant III	Amount : <u>208,600</u>

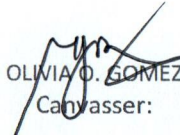
Abstract of bids or quotations under CIRCULAR PROPOSAL NO. _____ open on **October 5, 2022** at DepEd, Baguio City Division

ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	EM ROYALLE HOTEL	MARAND RESORT	VILLAS BUENAVISTAS
1	pax	35	Day 0 (check-in with accommodation) Dinner	35,000.00	42,000.00	64,750.00
2	pax	35	Day 1 (with accommodation) 3 meals (Breakfast, Lunch, Dinner) 2 Snacks (AM,PM)	69,650.00	70,000.00	84,000.00
3	pax	35	Day 2 (with accommodation) 3 meals (Breakfast, Lunch, Dinner) 2 Snacks (AM,PM)	69,650.00	70,000.00	84,000.00
4	pax	35	Day 3 (check-out) 2 Meals (Breakfast and Lunch) 2 Snacks (AM,PM) With the following inclusions: *Reliable WIFI Internet Connection in rooms and *One (1) larfe airconditioned session hall w/ tables & chairs that can accommodate 35 participants following safety health protocols based on IATF and LGU issuances Hall must have sound system, 3 microphone & projector W/ accessible outlets or extension cords. *Room accommodation must be air conditioned,w/ single beds or one person per bed. Maximum of 4 persons/room *Rooms must have own CR & water supply w/ toiletries *With 2 solo air-conditioned rooms *with free flowing coffee, tea, milo and water *Facility must be near the beach front and with swimming pool. ***NOTHING FOLLOWS***	34,300.00	28,000.00	19,250.00
				208,600.00	210,000.00	252,000.00


**Quote above ABC

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:


OLIVIA O. GOMEZ
Caynasser:

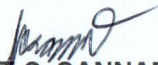

ATTY. ANNETTE L. DOYAOEN
BAC Vice-Chairman


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. 303, S. 2022

RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO EM ROYALLE HOTEL

WHEREAS the Department of Education prepared the Purchase Request (PR) for the procurement of **Meals, Snacks and accommodation for the consultative planning and budgeting for 2023** with an Approved Budget for the Contract (ABC) of **Two Hundred Ten Thousand Pesos Only (₱210,000.00)** (Annex A);

WHEREAS on September 29, 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)
EM ROYALLE HOTEL	₱ 208,600.00
MARAND RESORT	₱ 210,000.00
VILLAS BUENAVISTAS	₱ 252,000.00

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

Supplier/Distributors	Non-Compliance
VILLAS BUENAVISTAS	Quote Above ABC

WHEREAS the proposal of **EM ROYALLE HOTEL** is found to be the most compliant with the PR, and its price quotation amounting to **Two Hundred Eight Thousand Six Hundred Pesos Only (₱208,600.00)** 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 **EM ROYALLE HOTEL** for the procurement of **Meals, snacks and accommodation for the consultative planning and budgeting for 2023** in the amount of **Two Hundred Eight Thousand Six Hundred Pesos Only (₱208,600.00)** inclusive of appropriate taxes and fees.

RESOLVED, this **7th day of October, 2022**, Baguio Division Office Conference Hall, Baguio City.

JULIET C. SANNAD
BAC Chairperson

ATTY. ANNETTE L. DOYAOEN
BAC Vice-Chairperson 10/07

FRANCISCO C. COPSIYAN
BAC Member

NIÑO TIBANGAY
BAC Member

NIEVES D. EBANIO
BAC Member

APPROVED:

FEDERICO P. MARTIN, Ed.D. CEdd, CESO V
Schools Division Superintendent
Approved on 10-7-22
(date of approval)



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

RESOLUTION NO. 315 s. 2022

RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT

WHEREAS the BAC received a request for the procurement of Board and Lodging during the conduct of “**2023 Corporate Planning and Budgeting (October 10-13, 2022)**” with an Approved Budget for the Contract (ABC) of **Two Hundred Ten Thousand Pesos only (₱210,000.00)** (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 Board and Lodging during the conduct of “**2023 Corporate Planning and Budgeting (October 10-13, 2022)**”;

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.

September 23, 2022, *Baguio Division Office Conference Hall, Baguio City.*


JULIET C. SANNAD
 BAC Chairperson


ATTY. ANNETTE L. DOYAOEN
 BAC Vice-Chairperson *09/27*


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 9-23-22
 (date of approval)