



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

NOTICE OF AWARD

January 5, 2023

COPYLANDIA OFFICE SYSTEMS CORP.

Units GF 22 and LGS-08 Megatower Residences
1 Sandico, Cor. Tecson Streets, Salud Mitra

Dear *Sir/Ma'am*:

We are pleased to notify you that your price quotation and proposal for the procurement of Drum for the reproduction machine at the LRMS office in the amount of PHILIPPINE PESOS **One Hundred Twelve Thousand Two Hundred Pesos Only (Php 112,200.00)** inclusive of appropriate taxes and fees, has been accepted.

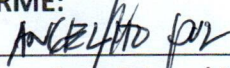
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,

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

CONFORME:



(Signature Over Printed Name)



(Date)

01/05/2023
/pjn/



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Issued on 12/27/22



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

NOTICE TO PROCEED

January 9, 2023

COPYLANDIA OFFICE SYSTEMS CORP.

Units GF 22 and LGS-08 Megatower Residences
1 Sandico, Cor. Tecson Streets, Salud Mitra

Dear *Sir/Ma'am*:

This refers to our award of contract to your company for the procurement of Drum for the reproduction machine at the LRMS office in the amount of PHILIPPINE PESOS **One Hundred Twelve Thousand Two Hundred Pesos Only (Php 112,200.00)** 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.

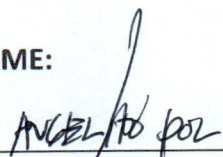
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,

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

CONFORME:



(Signature Over Printed Name)
1/12/23

(Date)

01/09/2023
/pin/



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

RESOLUTION NO. 003, S. 2023

RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – DIRECT CONTRACTING PROCUREMENT TO COPYLANDIA OFFICE SYSTEMS CORPORATION

WHEREAS the Department of Education prepared the Purchase Request (PR) for the procurement of **Drum for the Reproduction Machine at the LRMS Office** with an Approved Budget for the Contract (ABC) of **One Hundred Twelve Thousand Two Hundred Pesos Only (₱112,200.00)** (Annex A);

WHEREAS on December 23, 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)
COPYLANDIA OFFICE SYSTEMS CORPORATION	₱112,200.00

WHEREAS the proposal of **COPYLANDIA OFFICE SYSTEMS CORPORATION**, being the exclusive distributor of Riso Ink/ Master Roll/ Drum for SDO Baguio is found to be the most compliant with the PR, and its price quotation amounting to **One Hundred Twelve Thousand Two Hundred Pesos Only (₱112,200.00)** 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 – Direct Contracting Procurement to **COPYLANDIA OFFICE SYSTEMS CORPORATION** for the procurement of **Drum for the Reproduction Machine at the LRMS Office** in the amount of **One Hundred Twelve Thousand Two Hundred Pesos Only (₱112,200.00)** inclusive of appropriate taxes and fees.

RESOLVED, this **5th day of January, 2023**, Baguio Division Office Conference Hall, Baguio City.


JULIET C. SANNAD
BAC Chairperson

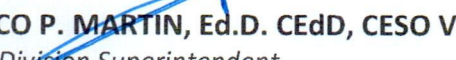

ATTY. ANNETTE L. DOYAOEN
BAC Vice-Chairperson *01/09*


FRANCISCO C. COPSIYAN
BAC Member


NIÑO TIBANGAY
BAC Member


NIEVES D. EBANIO
BAC Member

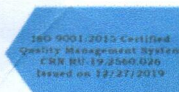
APPROVED:


FEDERICO P. MARTIN, Ed.D. CEEd, CESO V
Schools Division Superintendent
Approved on 01/11/2023
(date of approval)



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

RESOLUTION NO. 417 s. 2022

RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT

WHEREAS the BAC received a request for the procurement of Drum for reproduction machine at the LRMS Office with an Approved Budget for the Contract (ABC) of **One Hundred Twelve Thousand Two Hundred Pesos only (₱112,200.00)** (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 – **Direct Contracting** since the reproduction machine are to be repaired by the sole distributor 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 – Direct Contracting for the procurement of Drum for reproduction machine at the LRMS Office;

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 16, 2022, *Baguio Division Office Conference Hall, Baguio City.*


JULIET C. SANNAD
BAC Chairperson


ATTY. ANNETTE L. DOYAOEN
BAC Vice-Chairperson *m/lu*


FRANCISCO C. COPSIYAN
BAC Member

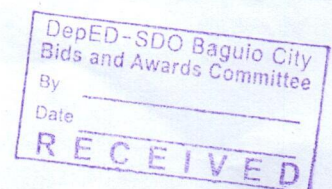

NIÑO TIBANGAY
BAC Member


NIEVES D. EBANIO
BAC Member

APPROVED:


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

Approved on 12-16-22
(date of approval)



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