



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

**NOTICE OF AWARD**

September 15, 2022

**MARYANN G. AGANA**  
AGANA CONSUMER GOODS TRADING

Dear *Ms. Agana*:

We are pleased to notify you that your price quotation and proposal for the procurement of COVID kits for SDO employees for the 3<sup>rd</sup> quarter in the amount of PHILIPPINE PESOS **Two Hundred Twenty Seven Thousand Eight Hundred Fifty Pesos Only (Php 227,850.00)** inclusive of appropriate taxes and fees, has been accepted.

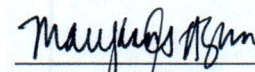
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

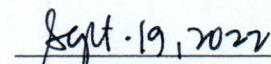
Thank you.

Very truly yours,

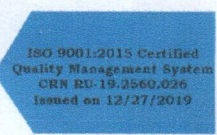
  
**FEDERICO P. MARTIN, Ed.D, C.Ed.D, CESO V**  
*Schools Division Superintendent*

**CONFORME:**

  
\_\_\_\_\_  
(Signature Over Printed Name)

  
\_\_\_\_\_  
(Date)

09/15/2022  
/pin/





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

## NOTICE TO PROCEED

September 19, 2022

**MARYANN G. AGANA**  
AGANA CONSUMER GOODS TRADING INC.

Dear *Ms. Agana*:

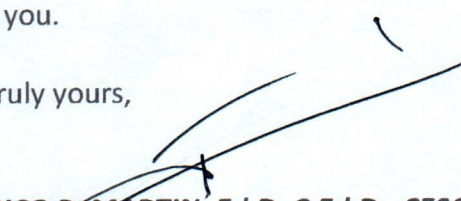
This refers to our award of contract to your company for the procurement of COVID kits for SDO employees for the 3<sup>rd</sup> quarter in the amount of PHILIPPINE PESOS **Two Hundred Twenty Seven Thousand Eight Hundred Fifty Pesos Only (Php 227,850.00)** inclusive of appropriate taxes and fees.

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.

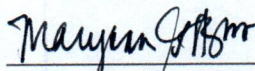
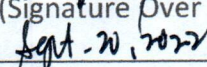
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,

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

**CONFORME:**

  
\_\_\_\_\_  
(Signature Over Printed Name)  
  
\_\_\_\_\_  
(Date)

09/19/2022  
/pjn/

"DepEd SDO Baguio City: We Serve, We Care."

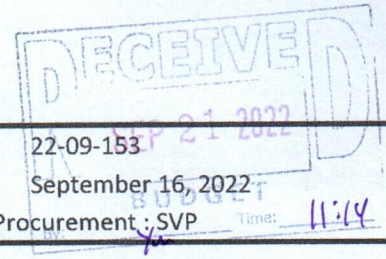
Address: 82 Military Cut-off Road, Baguio City  
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: [depedbagueocity@gmail.com](mailto:depedbagueocity@gmail.com)  
Website: [www.depdpines.com](http://www.depdpines.com) | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://www.facebook.com/DepedTayoBaguioCity)



ISO 9001:2015 Certi  
Quality Management S  
CRN No: 19.2560.01  
Issued on 12/27/20

# PURCHASE ORDER

DepEd, Division Of Baguio



17

Supplier : <b>AGANA CONSUMER GOODS TRADING</b>	P.O. No. : 22-09-153
Address : Dangwa Square, Km. 6, La Trinidad, Benguet	Date : September 16, 2022
TIN: 946-430-408	Mode of Procurement : SVP <span style="float: right;">Time: 11:14</span>

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	pack	KF94 Face Mask - Black	300	42.50	12,750.00
		10pc/pack			-
		4 to 5 ply, for adults			-
		FDA Approved			-
2	pack	KF94 Face Mask - Light Brown	300	42.50	12,750.00
		10pc/pack			-
		4 to 5 ply, for adults			-
		FDA Approved			-
3	pack	KF94 Face Mask - White	600	42.50	25,500.00
		10pc/pack			-
		4 to 5 ply, for adults			-
		FDA Approved			-
4	pack	KF94 Face Mask - Gray	300	42.50	12,750.00
		10pc/pack			-
		4 to 5 ply, for adults			-
		FDA Approved			-
5	gallon	Alcohol, ethyl/ isopropyl	150	290.00	43,500.00
		70-80% with aloe vera and green			-
6	pack	Multivitamins + Mineral	900	134.00	120,600.00
		Retinole palmitare (Vitamin A) 5000IU			-
		DL alha Tocopheryl Acetate (Vit. E)			-
		Ascorbic Acid (Vit. C) 500 mg			-
		Zinc (as sulfate) 25mg			-
		10 capsule/pack			-
***NOTHING FOLLOWS***					

**COVID KITS for SDO Employees for the 3rd Quarter**

	<b>TOTAL</b>	<b>227,850.00</b>
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Total Amount in Words: **Two Hundred Twenty Seven Thousand Eight 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: \_\_\_\_\_ Very truly yours, \_\_\_\_\_  
 \_\_\_\_\_  
 AGANA CONSUMER GOODS TRADING  
 Sept. 19, 2022  
 Date  
 \_\_\_\_\_  
 FEDERICO P. MARTIN, EdD, CEEd, CESO V  
 Schools Division Superintendent

Fund Cluster : <u>01</u>	ORS/BURS No. : <u>02-101101-2022-01461</u>
Funds Available : <u>P 227,850.00</u>	Date of the ORS/BURS: <u>9/21/2022</u>
 <b>LILIBETH G. DEGSI</b> Accountant III	Amount : <u>227,850</u>

Abstract of bids or quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ open on **July 19, 2022** at DepEd, Baguio City Division

ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	AGANA CONSUMER GOODS TRADING	ML CONSUMER GOODS TRADING	GOLD N GREEN ENTERPRISE	MEDIVA MEDICAL SUPPLIES INC.	COLLENCARE PHARMA & MEDICAL SUPPLIES DISTRIBUTION	SGS HEALTHCARE CO.	LASER MARKETING	GREENWATER RENAISSANCE CORP.
1	pack	300	KF94 Face Mask - Black 10pc/pack 4 to 5 ply, for adults FDA Approved	12,750.00	7,500.00	12,600.00	19,500.00	19,200.00	16,125.00	6,000.00	n/a
2	pack	300	KF94 Face Mask - Light Brown 10pc/pack 4 to 5 ply, for adults FDA Approved	12,750.00	7,500.00	12,600.00	19,500.00	19,200.00	16,125.00	6,000.00	n/a
3	pack	600	KF94 Face Mask - White 10pc/pack 4 to 5 ply, for adults FDA Approved	25,500.00	15,000.00	25,200.00	39,000.00	38,400.00	32,250.00	12,000.00	n/a
4	pack	300	KF94 Face Mask - Gray 10pc/pack 4 to 5 ply, for adults FDA Approved	12,750.00	7,500.00	12,600.00	19,500.00	19,200.00	16,125.00	7,500.00	n/a
5	gallon	150	Alcohol, ethyl/ isopropyl 70-80% with aloe vera and green	43,500.00	43,500.00	48,825.00	42,000.00	45,000.00	40,500.00		n/a
6	pack	900	Multivitamins + Mineral Retinole palmitare (Vitamin A) 5000IU DL alha Tocopheryl Acetate (Vit. E) Ascorbic Acid (Vit. C) 500 mg Zinc (as sulfate) 25mg 10 capsule/pack ***NOTHING FOLLOWS***	120,600.00	110,700.00	129,600.00	112,941.00	111,240.00	133,875.00	123,300.00	117,900.00
				227,850.00	191,700.00	241,425.00	252,441.00	252,240.00	255,000.00	154,800.00	117,900.00

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:**

walk-in  
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. 271, S. 2022**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO AGANA CONSUMER GOODS TRADING**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of **COVID Kits for SDO Employees** with an Approved Budget for the Contract (ABC) of **Two Hundred Fifty Five Thousand Pesos Only (₱255,000.00)** (Annex A);

**WHEREAS** on July 5, 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)
AGANA CONSUMER GOODS TRADING	₱ 227,850.00
ML CONSUMER GOODS TRADING	₱ 191,700.00
GOLD N GREEN ENTERPRISE	₱ 241,425.00
MEDIVA MEDICAL SUPPLIES INC.	₱ 252,441.00
COLLEENCAREPHARMA AND MEDICAL SUPPLIES DISTRIBUTION	₱ 252,240.00
SGS HEALTH CO.	₱ 255,000.00
LASER MARKETING	₱ 154.800.00
GREENWATER RENAISSANCE CORP.	₱ 117,900.00

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

Supplier/Distributors	Non-Compliance
ML CONSUMER GOODS TRADING	Mask offered not FDA approved
LASER MARKETING	Mask offered not FDA approved and Incomplete quote
GREENWATER RENAISSANCE CORP.	Incomplete quote

**WHEREAS** the proposal of **AGANA CONSUMER GOODS TRADING** is found to be the most compliant with the PR, and its price quotation amounting to **Two Hundred Twenty Seven Thousand Eight Hundred Fifty Pesos Only (₱227,850.00)** 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 Alternative Method of Procurement – Small Value Procurement to **AGANA CONSUMER GOODS TRADING** for the procurement **COVID Kits for SDO employees for the 3<sup>rd</sup> quarter** in the amount of **Two Hundred Twenty Seven Thousand Eight Hundred Fifty Pesos Only (₱227,850.00)** inclusive of appropriate taxes and fees.

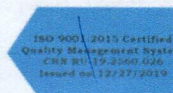
RESOLVED, this **24th day of August, 2022**, Baguio Division Office Conference Hall, Baguio City.


SEP 15 2022



"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: dcpedbaguiocty@gmail.com  
Website: www.dcpedpines.com | Facebook Page: facebook.com/DepEdTayoBaguioCity




  
**JULIET C. SANNAD**  
BAC Chairperson


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

  
**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 9-9-22  
(date of approval)

DEPED BAC CO.  
SCHOOL DIVISION OFFICE - TAYO  
FEDERICO P. MARTIN, Ed.D. CEEd, CESO V

MEMBERS:

FRANCISCO C. COPSIYAN

NIEVES D. EBANIO

ATTY. ANNETTE L. DOYAOEN

NIÑO TIBANGAY



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Website: www.depedpines.com | Facebook Page: facebook.com/DepedTayoBaguioCity



ISO 9001:2015 Certified  
Quality Management System  
CNS 89:19,2000:026  
Issued on 12/27/2019



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

**RESOLUTION NO. 210 s. 2022**

**RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT**

**WHEREAS** the BAC received a request for the procurement of COVID Kits for SDO Employees for the Third Quarter with an Approved Budget for the Contract (ABC) of **Two Hundred Fifty Five Thousand Pesos only (P255,000.00)** (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 COVID Kits for SDO Employees for the Third Quarter;

**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.

June 14, 2022, Baguio Division Office Conference Hall, Baguio City.

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

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

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

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

*[Signature]*  
**JOVELYN T. BALANTIN**  
 BAC Alternate Member

**APPROVED:**

*[Signature]*  
**FEDERICO P. MARTIN, EdD CEeD, CESO V**  
 Schools Division Superintendent



Approved on 6-21-22  
 (date of approval)

