



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

## NOTICE OF AWARD

March 9, 2023

**ALICIA D. REFE**

Alicia Refe Catering Service

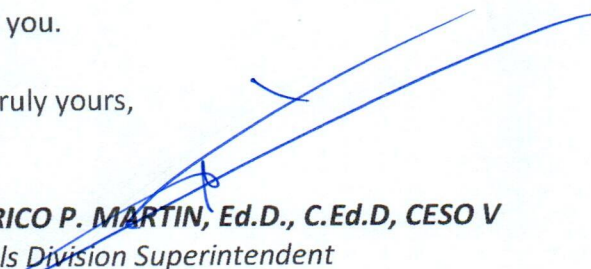
Dear *Ms. Refe*


We are pleased to notify you that your price quotation and proposal for the procurement of **Meals and Snacks for the Orientation on the Procedural Guidelines on the Management of Cash Advances for School MOOE and other Program Funds of Non Implementing Units** in the amount of PHILIPPINE PESOS **Sixty Thousand Four Hundred Fifty Pesos Only (₱60,450.00)** 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:**   
MINBA L. CEREZO  
(Signature Over Printed Name)

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

03/9/2023  
/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: [depedbaguioicity@gmail.com](mailto:depedbaguioicity@gmail.com)  
Website: [www.depedpines.com](http://www.depedpines.com) | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://facebook.com/DepedTayoBaguioCity)



ISO 9001:2015 Cert  
Quality Management S  
CRN EU-19-2560-0  
Issued on 12/27/2





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

## NOTICE TO PROCEED

March 13, 2023

**ALICIA D. REFE**

Alicia Refe Catering Service

Dear *Ms. Refe*:


This refers to our award of contract to your company for the procurement of **Meals and Snacks for the Orientation on the Procedural Guidelines on the Management of Cash Advances for School MOOE and other Program Funds of Non Implementing Units** in the amount of PHILIPPINE PESOS **Sixty Thousand Four Hundred Fifty Pesos Only (₱60,450.00)** 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:**

  
MINNA L. CERENA

(Signature Over Printed Name)

(Date)

03/13/2023  
/pn/



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



ISO 9001:2015 Cer  
Quality Management  
CRM RU-19.2560  
Issued on 12/27/



**PURCHASE ORDER**

DepEd, Division Of Baguio

Supplier : <b>ALICIA REFE CATERING SERVICES</b>	P.O. No. : 23-03-040
Address : 93 Upper Engineers Hill, Baguio City	Date : March 10, 2023
TIN: 171-581-983-000	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

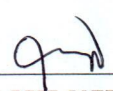
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Date of Activity: March 16, 2023	155	390.00	60,450.00
		AM SNACK: Pancit-vigan and chicken shrimp spring roll			-
		LUNCH: Chicken caldereta, fried fish, mushroom soup, rice and mixed fruits			-
		PM SNACK: chicken cheese quesadillas and vegetable salad			-
		*With overflowing coffee and tea, lemon grass, drinking water and hot water			-
		***NOTHING FOLLOWS***			-
					-
					-
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Meals and Snacks for the Orientation on the Procedural Guidelines on the Management of Cash Advances for School MOOE and other Program Funds of Non Implementing Units on March 16, 2023
<b>TOTAL</b>
<b>60,450.00</b>

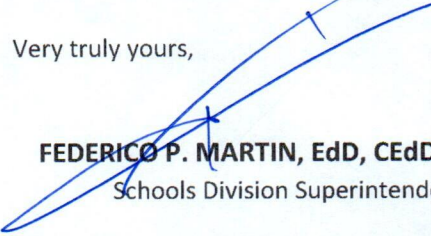
Total Amount in Words: **Sixty Thousand Four Hundred Fifty Pesos Only**

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:



  
 \_\_\_\_\_  
 ALICIA REFE CATERING SERVICES  
 \_\_\_\_\_  
 Date

Very truly yours,


  
**FEDERICO P. MARTIN, EdD, CEED, CESO V**  
 Schools Division Superintendent

Fund Cluster : 01

Funds Available : ₱ 60,450.00


  
**LILBETH G. DEGSI**  
 Accountant III

ORS/BURS No. : 2023. 03. 00374

Date of the ORS/BURS: 3/15/23

Amount : 60,450



Abstract of bids or quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ open on March 1, 2023 at DepEd, Baguio City Division

ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	ALICIA REFE CATERING SERVICE	SCARLET ROSE TAVERN	ROSE CAFÉ
1	pax	155	Date of Activity: March 16, 2023 AM SNACK: Pancit-vigan and chicken shrimp spring roll LUNCH: Chicken caldereta, fried fish, mushroom soup, rice and mixed fruits PM SNACK: chicken cheese quesadillas and vegetable salad *With overflowing coffee and tea, lemon grass, drinking water and hot water	60,450.00	68,200.00	71,300.00
			***NOTHING FOLLOWS***			*Quote above ABC
				60,450.00	68,200.00	71,300.00


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:**

VIA E-MAIL  
Canvasser

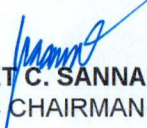
*ON LEAVE*  
**ATTY. ANNETTE L. DOYAOEN**  
BAC Vice-Chairman

  
**FRANCISCO C. COPSIYAN**  
Member

  
**NIÑO M. TIBANGAY**  
Member

  
**NIEVES D. EBANIO**  
Member

Award is hereby given to the bidders for items marked 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. 019 s. 2023**

**RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT**

**WHEREAS** the BAC received a request for the procurement of Meals and Snacks during the conduct of "Orientation on the Procedural Guidelines on the Management of Cash Advances for School MOOE and Other Program Funds of Non Implementing Units" with an Approved Budget for the Contract (ABC) of *Sixty Nine Thousand Seven Hundred Fifty Pesos only (₱69,750.00)* (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 Meals and Snacks during the conduct of "Orientation on the Procedural Guidelines on the Management of Cash Advances for School MOOE and Other Program Funds of Non Implementing Units";

**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.


February 22, 2023, Baguio Division Office Conference Hall, Baguio City.

  
**JULIET C. SANNAD**  
 BAC Chairperson

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

  
**FRANCISCO C. COPSIYAN**  
 BAC Member

  
**NIÑO TIBANGAY**  
 BAC Member

  
**NIEVES D. EBANIO**  
 BAC Member

**APPROVED:**

  
**FEDERICO P. MARTIN, EdD CeD, CESO V**  
 Schools Division Superintendent

Approved on 2-22-23  
 (date of approval)





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

**RESOLUTION NO. 041 S. 2023**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO ALICIA REFE CATERING SERVICE**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement **Meals and Snacks for the Orientation on the Procedural Guidelines on the Management of Cash Advances for School MOOE and other Program Funds of Non Implementing Units** with an Approved Budget for the Contract (ABC) **Sixty Nine Thousand Seven Hundred Fifty Pesos Only (₱69,750.00)** (Annex A);

**WHEREAS** on February 22, 2023, 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)
ALICIA REFE CATERING SERVICE	₱ 60,450.00
SCARLET ROSE TAVERN	₱ 68,200.00
ROSE CAFE	₱ 71,300.00

**WHEREAS** the proposal of **ALICIA REFE CATERING SERVICES** is found to be the most compliant with the PR, and its price quotation amounting to **Sixty Thousand Four Hundred Fifty Pesos Only (₱60,450.00)** 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 **Alicia Refe Catering Service for Meals and Snacks for the Orientation on the Procedural Guidelines on the Management of Cash Advances for School MOOE and other Program Funds of Non Implementing Units** in the amount of **Sixty Thousand Four Hundred Fifty Pesos Only (₱60,450.00)** inclusive of appropriate taxes and fees.

RESOLVED, this **8<sup>th</sup> day of March, 2023**, Baguio Division Office Conference Hall, Baguio City.

**JULIET C. SANNAD**  
BAC Chairperson

*ON LEAVE*  
**ATTY. ANNETTE L. DOYAOEN**  
BAC Vice-Chairperson

**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 3-9-23  
(date of approval)

DepED-SDO Baguio City  
Bids and Awards Committee  
By R. Valerino  
Date 3-9-2023  
**RECEIVED**

MAR 09 2023



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



ISO 9001:2015 Certified  
Quality Management System  
PMN No. 19-2560-026  
Issued on: 12/27/2019