



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

## NOTICE OF AWARD

December 6, 2022

**ALICIA D. REFE**

Alicia Refe Catering Service

Dear *Mr. Co*:

We are pleased to notify you that your price quotation and proposal for the procurement of Meals and snacks for the conduct of District Monitoring evaluation and adjustment on February 22 to 24, 2022 in the amount of PHILIPPINE PESOS **Ninety Nine Thousand Seven Hundred Fifty Pesos Only (Php 99,750.00)** 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:** *AD Refe*  
*Alicia D. Refe*  
\_\_\_\_\_  
(Signature Over Printed Name)

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

12/6/2022  
/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](mailto:depedbaguiocity@gmail.com)  
Website: [www.depedpines.com](http://www.depedpines.com) | Facebook Page: [facebook.com/DepedTayoBaguioCity](https://www.facebook.com/DepedTayoBaguioCity)



ISO 9001:2015 Certif  
Quality Management Sy  
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

December 9, 2022

**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 conduct of District Monitoring evaluation and adjustment on February 22 to 24, 2022 in the amount of PHILIPPINE PESOS **Ninety Nine Thousand Seven Hundred Fifty Pesos Only (Php 99,750.00)** 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:**

*Alice D. Refe*  
Alicia D. Refe  
(Signature Over Printed Name)

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

12/9/2022  
/pjn/



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ISO 9001:2015 Certified  
Quality Management System  
CRN RU-19.2560.02  
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# PURCHASE ORDER

DepEd, Division Of Baguio

IT

Supplier : <b>ALICIA REFE CATERING SERVICE</b>	P.O. No. : 22-12-221
Address : 93 Upper Engineers Hill, Baguio City	Date : December 7, 2022
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	<b>Meal and Snacks Day 1</b>	95	350.00	33,250.00
		<b>AM SNACK:</b>			
		Boiled banana (dippig) and camote, juice in can (240ml)			
		<b>PM SNACK:</b>			
		Pancit bihon, puto & Mineral water (350ml)			
		<b>LUNCH:</b> Fried chicken, sinigang na bangus/seafood, sauteed vegetables w/ rice, banana and mineral water 350ml			
		*Overflowing brewed coffee/ hot water for tea/milo			
2	pax	<b>Meal and Snacks Day 2</b>	95	350.00	33,250.00
		<b>AM SNACK:</b>			
		Chicken sandwich and 4 seasons juice (240ml)			
		<b>PM SNACK:</b>			
		Siopao(Medium) & Pineapple juice (240ml)			
		<b>LUNCH:</b> Vegetable kare-kare, fried fish, nilagang baka w/ rice, apple (medium) and mineral water 350ml			
		*Overflowing brewed coffee/ hot water for tea/milo			
3	pax	<b>Meal and Snacks Day 3</b>	95	350.00	33,250.00
		<b>AM SNACK:</b>			
		2 pcs peach/mango pie & mineral water 350ml			
		<b>PM SNACK:</b>			
		Assorted kakanin & pineapple juice 240ml			
		<b>LUNCH:</b> Fried porkchop, chopsuey, chicken tinola, rice, soup orange (medium) mineral water 350ml			
		*Overflowing brewed coffee/ hot water for tea/milo			
		***NOTHING FOLLOWS***			

Meals and snacks for the conduct of District Monitoring evaluation and adjustment on February 22 to 24, 2022

	<b>TOTAL</b>	<b>99,750.00</b>
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Total Amount in Words: **Ninety Nine Thousand Seven 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: \_\_\_\_\_

*Alice*  
ALICIA REFE CATERING SERVICE

Date \_\_\_\_\_

Very truly yours,  
*Federico P. Martin*  
**FEDERICO P. MARTIN, EdD, CEdd, CESO V**  
Schools Division Superintendent

Fund Cluster : <u>01</u>	ORS/BURS No. : _____
Funds Available : <u># 99,750.00</u>	Date of the ORS/BURS: _____
<i>Lilbeth G. Degsi</i> <b>LILBETH G. DEGSI</b> Accountant III	Amount : _____

Abstract of bids or quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ open on **November 21, 2022** at DepEd, Baguio City Division

ITEM	UNITS	QTY	DESCRIPTION AND/OR SPECIFICATION	ALICIA REFE CATERING SERVICES	PAPRICA EVENTS	H100 ECOLOGDE	RONALYN F. RAPELO
1	pax	95	<b>Meal and Snacks Day 1</b>	<b>33,250.00</b>	<b>37,335.00</b>	<b>38,000.00</b>	
			<b>AM SNACK:</b>				9,500.00
			Boiled banana (dippig) and camote, juice in can (240ml)				
			<b>PM SNACK:</b>				12,350.00
			Pancit bihon,puto & Mineral water (350ml)				
			<b>LUNCH:</b> Fried chicken, sinigang na bangus/seafood, sauteed vegetables w/ rice, banana and mineral water 350ml				33,250.00
			*Overflowing brewed coffee/ hot water for tea/milo				
2	pax	95	<b>Meal and Snacks Day 2</b>	<b>33,250.00</b>	<b>37,335.00</b>	<b>38,000.00</b>	9,500.00
			<b>AM SNACK:</b>				
			Chicken sandwich and 4 seasons juice (240ml)				
			<b>PM SNACK:</b>				7,600.00
			Siopao(Medium) & Pineapple juice (240ml)				
			<b>LUNCH:</b> Vegetable kare-kare,fried fish, nilagang baka w/ rice, apple (medium)and mineral water 350ml				38,000.00
			*Overflowing brewed coffee/ hot water for tea/milo				
3	pax	95	<b>Meal and Snacks Day 3</b>	<b>33,250.00</b>	<b>37,335.00</b>	<b>38,000.00</b>	9,500.00
			<b>AM SNACK:</b>				
			2 pcs peach/mango pie & mineral water 350ml				9,500.00
			<b>PM SNACK:</b>				
			Assorted kakanin & pineapple juice 240ml				33,250.00
			<b>LUNCH:</b> Fried porkchop, chopsuey, chicken tinola, rice, soup orange (medium) mineral water 350ml				
			*Overflowing brewed coffee/ hot water for tea/milo				
			***NOTHING FOLLOWS***				*Quote above ABC
				<b>99,750.00</b>	<b>112,005.00</b>	<b>114,000.00</b>	<b>162,450.00</b>

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. 382 s. 2022

RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT

**WHEREAS** the BAC received a request for the procurement of Meals and Snacks during the conduct of "District Monitoring, Evaluation and Adjustment" with an Approved Budget for the Contract (ABC) of **One Hundred Fourteen Thousand Pesos only (₱114,000.00)** (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;

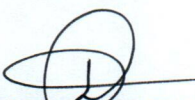
**NOW THEREFORE**, We, the Members of the Bids and Awards Committee, do hereby **RESOLVED** as it is hereby **RESOLVED**, to resort to the alternative method of procurement – **Small Value Procurement** for the procurement of Meals and Snacks during the conduct of "District Monitoring, Evaluation and Adjustment";

**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.


November 11, 2022, Baguio Division Office Conference Hall, Baguio City.

  
**JULIET C. SANNAD**  
BAC Chairperson

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

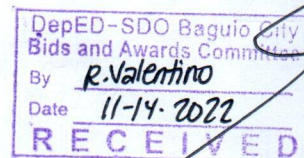
  
**FRANCISCO C. COPSIYAN**  
BAC Member

  
**NIÑO TIBANGAY**  
BAC Member

  
**NIEVES D. EBANIO**  
BAC Member

APPROVED:

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



Approved on 11-11-22  
(date of approval)



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Quality Management System  
CRM NO. 19.2560.026  
Issued on 12/27/2019



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

**RESOLUTION NO. 356 S. 2022**

**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 of **Meals and snacks for the District Monitoring Evaluation and Adjustment** with an Approved Budget for the Contract (ABC) of **One Hundred Fourteen Thousand Pesos Only (₱114,000.00)** (Annex A);

**WHEREAS** on November 14, 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)
ALICIA REFE CATERING SERVICE	₱ 99,750.00
PAPRICA EVENTS	₱ 112,005.00
H100 ECOLODGE	₱ 114,000.00
RONALYN F. RAPELO	₱ 162,450.00

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

Supplier/Distributors	Non-Compliance
RONALYN F. RAPELO	Quote Above ABC

**WHEREAS** the proposal of **ALICIA REFE CATERING SERVICES** is found to be the most compliant with the PR, and its price quotation amounting to **Ninety Nine Thousand Seven Hundred Fifty Pesos Only (₱99,750.00)** 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 the procurement **Meals and snacks for the District Monitoring Evaluation and Adjustment** in the amount to Ninety Nine Thousand Seven Hundred Fifty Pesos Only (**₱99,750.00**) inclusive of appropriate taxes and fees.

RESOLVED, this **24<sup>th</sup>** day of **November, 2022**, Baguio Division Office Conference Hall, Baguio City.

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

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

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

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

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

**APPROVED:**

**FEDERICO P. MARTIN, Ed.D. CEEd, CESO V**

Schools Division Superintendent

Approved on 11.24.22  
(date of approval)

DEC 06 2022



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