



Republic of the Philippines
Department of Education

Cordillera Administrative Region
Schools Division of Baguio City
Bakakeng National High School
Bakakeng Norte, Baguio City

NOTICE OF AWARD

March 15, 2023

MR. DANIEL CO
COKINS EVERYWEAR & GEN. MERCHANDISE

Dear Mr. Co:

We are pleased to notify you that your price quotation and proposal for the **procurement of office supplies and other materials** in the amount of **PHILIPPINE Seventy-seven Thousand Three Hundred Sixty Pesos only (PhP77,360.00)** 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,

Rosalia G. Ocyaden
ROSALIA G. OCYADEN
School Head

CONFORME:

[Signature]
(Signature over Printed Name)

(Date)

11.07.2022





Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Baguio City
Bakakeng National High School
Bakakeng Norte, Baguio City

NOTICE TO PROCEED

March 15, 2023

MR. DANIEL CO
COKINS EVERYWEAR & GEN. MERCHANDISE

Dear Mr. Co:

This refers to our award of contract to your company for the **procurement of office supplies and other materials** in the amount of **PHILIPPINE Seventy-seven Thousand Three Hundred Sixty Pesos only (PhP77,360.00)** 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,

Rosalita A. Ocyaden
ROSALITA A. OCYADEN
School Head

CONFORME:

Daniel Co

(Signature Over Printed Name)

(Date)

11.17.2022



Bakakeng National High School
Address: Purok 7, Bakakeng Norte, Baguio City
Email Address: bakakengnationalhighschool@gmail.com
Facebook Page: DepEd Tayo Bakakeng National School



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BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 001, S. 2023

RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE PROCUREMENT TO COKINS GENERAL MERCHANDISE FOR THE PAYMENT OF PRINTING SERVICES

WHEREAS Bakakeng National High School prepared the Purchase Request (PR) for the payment of **procurement of office supplies and other materials** with an Approved Budget for the Contract (ABC) of **Seventy-eight Thousand and Fifty Pesos only (Php78,050.00)** (Annex A);

WHEREAS on March 8, 2023 the Bakakeng National High School – Bids and Awards Committee (BAC) posted/published the Request For Quotation (RFQ) for the said procurement project. The following suppliers/distributors signified their intent to participate by submitting their respective quotations/proposals, to wit:

| Supplier/Distributors | Quotation (Php) |
|----------------------------|-----------------|
| RIO CHICO | PhP77,775.00 |
| QADAR | PhP77,565.00 |
| COKINS GENERAL MERCHANDISE | PhP77,360.00 |

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

| Supplier/Distributors | Non-Compliance |
|-----------------------|-----------------|
| RIO CHICO | Quote above ABC |
| QADAR | Quote above ABC |

WHEREAS the proposal of **COKINS GENERAL MERCHANDISE** found to be the most compliant with the PR, and its price quotation amounting to **Seventy-seven thousand three hundred sixty pesos only (Php77,360.00)** 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 School Head the **AWARD OF CONTRACT** via Negotiated Procurement– Small Value Procurement to **COKINS GENERAL**





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MERCHANDISE AGENCY for the payment of **procurement of office supplies and other materials** in the amount of **Seventy-seven thousand three hundred sixty pesos only (Php77,360.00)** inclusive of appropriate taxes and fees.

RESOLVED, this 14th of March 2023, Bakakeng National High School, Bakakeng Norte, Baguio City.

[Signature]
HARILY D. DOGAO
 BAC Chairperson

[Signature]
JUNABELLE S. RAGOS
 BAC Vice-Chairperson

[Signature]
JOSEPHINE Y. TIPAY
 BAC Member

APPROVED:

[Signature]
ROSALIA A. OCYADEN
 School Head

Approved on **March 14, 2023**





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Department of Education
 Cordillera Administrative Region
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 Bakakeng National High School
 Bakakeng Norte, Baguio City

PURCHASE ORDER

*Regular GAA

| | |
|---|---|
| Supplier: COKINS EVERYWEAR & GENERAL MERCHANDISE | P.O. No.: 2023-03-003 |
| Address: KAYANG ST, BAGUIO CITY | Date: March 15, 2023 |
| TIN: 165-287-294-000 (VAT) | Mode of Procurement: Small Value Procurement |

Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: **Bakakeng National High School**
 Date of Delivery: _____
 Delivery Term: _____
 Payment Term: _____

| Stock/Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|-----------------------|--------|--|----------|-----------|-----------|
| 1 | pcs | Philippine National Flag | 4 | 180.00 | 720.00 |
| 2 | pack | Trashbag,GPP Specs, black, XL | 50 | 52.00 | 2,600.00 |
| 3 | pack | Trashbag,GPP Specs, black, medium | 25 | 20.00 | 500.00 |
| 4 | liter | Liquid sosa, 1L | 10 | 205.00 | 2,050.00 |
| 5 | gallon | Bleaching Solution, Zonrox | 30 | 150.00 | 4,500.00 |
| 6 | liter | Laundry powder, 1L | 100 | 65.00 | 6,500.00 |
| 7 | gallon | Liquid handsoap, | 30 | 260.00 | 7,800.00 |
| 8 | gallon | Alcohol, Isopropyl | 30 | 275.00 | 8,250.00 |
| 9 | box | Paracetamol, 500mg | 3 | 190.00 | 570.00 |
| 10 | box | Mefenamic Acid,250mg | 2 | 345.00 | 690.00 |
| 11 | box | Ascorbic Acid,500mg | 8 | 260.00 | 2,080.00 |
| 12 | ream | Paper, multipurpose, short,8.5"x11",70 gsm | 150 | 175.00 | 26,250.00 |
| 13 | pcs | White Board with frame (size = 4' x 8') | 3 | 4950.00 | 14,850.00 |
| ===nothing follows=== | | | | | |

Seventy-seven Thousand Three Hundred Sixty Pesos only. **77,360.00**

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: _____
 Signature over Printed Name of Supplier

 Date

Very truly yours,

ROSALIA A. OCYADEN
 School Head

Fund Cluster: 01
 Funds Available: _____

OMAR D. OLBA
 Administrative Assistant III

ORs/BURS No.: _____
 Date of the ORs/BURS: _____
 Amount: 78,050.00



Bakakeng National High School
 Address: Purok 7, Bakakeng Norte, Baguio City
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ABSTRACT OF BIDS OR QUOTATIONS


Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. _____ opened on March 14, 2023 at Bakakeng National High School.


| ITEM | UNITS | QUANTITY | DESCRIPTION AND/OR SPECIFICATION | RIO CHICO | QADAR | Cokins General Merchandise |
|--------------|--------|----------|--|------------------|------------------|----------------------------|
| 1 | pcs | 4 | Philippine National Flag | 600.00 | 920.00 | 720.00 |
| 2 | pack | 50 | Trashbag,GPP Specs, black, XL | 4,750.00 | 2,400.00 | 2,600.00 |
| 3 | pack | 25 | Trashbag,GPP Specs, black, medium | 2,125.00 | 825.00 | 500.00 |
| 4 | liter | 10 | Liquid sosa, 1L | 2,250.00 | 1,950.00 | 2,050.00 |
| 5 | gallon | 30 | Bleaching Solution, Zonrox | 5,700.00 | 4,200.00 | 4,500.00 |
| 6 | liter | 100 | Laundry powder, 1L | 7,200.00 | 8,300.00 | 6,500.00 |
| 7 | gallon | 30 | Liquid handsoap, | 7,500.00 | 7,200.00 | 7,800.00 |
| 8 | gallon | 30 | Alcohol, Isopropyl | 9,600.00 | 7,200.00 | 8,250.00 |
| 9 | box | 3 | Paracetamol, 500mg | 1,200.00 | 1,500.00 | 570.00 |
| 10 | box | 2 | Mefenamic Acid,250mg | 600.00 | 1,200.00 | 690.00 |
| 11 | box | 8 | Ascorbic Acid,500mg | 4,000.00 | 1,520.00 | 2,080.00 |
| 12 | ream | 150 | Paper, multipurpose, short,8.5"x11",70 gsm | 27,750.00 | 25,950.00 | 26,250.00 |
| 13 | pcs | 3 | White Board with frame (size = 4' x 8') | 4,500.00 | 14,400.00 | 14,850.00 |
| TOTAL | | | | 77,775.00 | 77,565.00 | 77,360.00 |


UNASSESSED BY:



SHIRLEY E. BUABO
 CANVASSER

BIDS AND ABSTRACT COMMITTEE:


HARILY D. DOGAO
 BAC Chairperson


JUNABELLE S. RAGOS
 BAC Vice-Chairperson


JOSAPHINE Y. TIPAY
 BAC Member


JENNIFER L. FERRER
 BAC Member


NANETTE L. KUMANAB
 BAC 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.


ROSALIA A. OCYADEN
 School Head



Bakakeng National High School
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