



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**  
DONTOGAN ELEMENTARY SCHOOL  
Purok 2, Km. 6, Sto. Tomas Rd., Brgy. Dontogan, Baguio City

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**NOTICE OF AWARD**

December 14, 2022

JOSEPH BACDUYAN  
Casaldo Lyndon Bacmor Security Agency  
Magsaysay Avenue, Baguio City

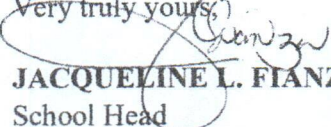
Sir:

We are pleased to notify you that your price quotation and proposal for the procurement of **security services for Dontogan Elementary School for CY 2023** in the amount of PHILIPPINE PESO **Three Hundred Seventy-Nine Thousand One Hundred Seventy-Six Pesos Only (Php 379,176.00)** 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,

  
**JACQUELINE L. FIANZA**  
School Head

CONFORME:

  
Joseph Bacduyan  
(Signature Over Printed Name)

12/14/22  
(Date)



Address: Purok 2, Km. 6 Sto. Tomas Rd., Brgy. Dontogan, Baguio City  
Telephone Number: 422-5095 / E-mail Address: [dontoganes@gmail.com](mailto:dontoganes@gmail.com)  
Facebook Page: [facebook.com/DepEd Tayo Dontogan ES](https://www.facebook.com/DepEd-Tayo-Dontogan-ES)



Department of Education  
Cordillera Administrative Region  
Schools Division Office of Baguio City  
District V



**DONTOGAN ELEMENTARY SCHOOL**

**PURCHASE ORDER**

DONTOGAN ELEMENTARY SCHOOL

Entity Name

Supplier : CASALDO LYNDON BACMOR SECURITY AGENCY P.O. No. : 2022-12-0039  
Address : Magsaysay Avenue, Baguio City Date : December 15, 2022  
TIN : 283-752-739-000 Mode of Procurement : SVP

Gentlemen:

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

Place of Delivery : Dontoogan Elementary School Delivery Term : \_\_\_\_\_  
Date of Delivery : \_\_\_\_\_ Payment Term : after delivery

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<b>SECURITY GUARDS (1 Day shift, 1 Night shift)</b>	2	189,588.00	379,176.00
		Contract Period: January 01, 2023 - December 31, 2023			
		Schedule: 6:00 AM - 6:00 PM; 6:00 PM - 6:00 AM			
		Monday to Sunday including special & legal holidays			
		Security guards must be:			
		1. duly licensed;			
		2. be in complete uniform while on duty;			
		3. be with complete defense tools (flashlight & baton);			
		4. be with at least 2 years of experience;			
		5. maintain a logbook;			
		6. be visible at all times; and			
		7. adhere to the policies of Dontoogan Elementary School			
		** The bidding security agency must submit a security plan for the period of January 01, 2023 to December 31, 2023.			
		<b>** NOTHING FOLLOWS**</b>			

**Three Hundred Seventy-Nine Thousand One Hundred Seventy-Six Pesos Only**

**379,176.00**

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:

  
**JOSEPH O. BACDUGAN**  
Signature over Printed Name of Supplier

Very truly yours,

  
**JACQUELINE L. FIANZA**

School Head

12-15-2022

Date

Fund Cluster : 01

Funds Available : Php 379,176.00

  
**OMAR B. OLBA**

Administrative Assistant III

ORS/BURS No. : \_\_\_\_\_

Date of the ORS/BURS: \_\_\_\_\_

Amount : Php \_\_\_\_\_



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**SCHOOLS DIVISION OF BAGUIO CITY**  
DONTOGAN ELEMENTARY SCHOOL  
Purok 2, Km. 6 Sto. Tomas Rd., Brgy. Dontogan, Baguio City

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**NOTICE TO PROCEED**

December 16, 2022

JOSEPH BACDUYAN  
Casaldo Lyndon Bacmor Security Agency  
Magsaysay Avenue, Baguio City

Sir:

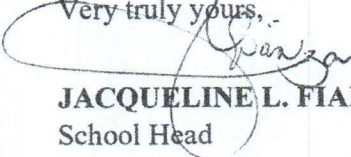
This refers to our award of contract to your company for the procurement of **security services for Dontogan Elementary School for CY 2023** in the amount of **PHILIPPINE PESOS Three Hundred Seventy-Nine Thousand One Hundred Seventy-Six Pesos Only (Php 379,176.00)** inclusive of appropriate taxes and 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/PO.


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

Thank you.

Very truly yours,

  
**JACQUELINE L. FIANZA**  
School Head

**CONFORME:**

I acknowledge receipt of this Notice on 12/16/2022  
Name of the Representative of the Bidder: JOSEPH O. Bacduyan  
Authorized Signature: 



Address: Purok 2, Brgy. Dontogan, Baguio City  
Telephone Number: 422-5095 / E-mail Address: [dontoganes@gmail.com](mailto:dontoganes@gmail.com)  
Facebook Page: [facebook.com/DepEd Tayo Dontogan ES](https://www.facebook.com/DepEd Tayo Dontogan ES)



Department of Education  
Cordillera Administrative Region  
Schools Division Office of Baguio City  
**DONTOGAN ELEMENTARY SCHOOL**  
Purok 2, Brgy. Dontogan, Baguio City



### PURCHASE REQUEST

Entity Name: **DONTOGAN ELEMENTARY SCHOOL**Fund Cluster: **01**

Office/Section : Dontogan Elementary School		PR No.: <u>2022-12-0035</u>	Date: <u>December 01, 2022</u>		
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	pax	<b>SECURITY GUARD (1 Day shift, 1 Night shift)</b>	2	16,000.00 x 12 months	384,000.00
		Contract Period: January 01, 2023 - December 31, 2022			-
		Schedule: 6:00 AM - 6:00 PM: 6:00 PM - 6:00 AM			
		Monday to Sunday including legal and special holidays			
		Security guards must be:			
		1. duly licensed;			
		2. be in complete uniform while on duty;			
		3. be with complete defense tools (flashlight & baton);			
		4. be with at least 2 years of experience;			
		5. maintain a logbook			
		6. be visible at all times; and			
		7. adhere to the policies of Dontogan Elementary School			
		** The bidding security agency must submit a security plan for the period of January 01, 2023 to December 31, 2023			
		<b>** NOTHING FOLLOWS**</b>			
					<b>Php 384,000.00</b>
Purpose: Procurement of security services for Dontogan Elementary School for CY 2023					
Requested by:		Approved by:			
Signature :					
<small>FILIPINO NAME</small>	<b>MARIE LIZA T. BADOL</b>	<b>JACQUELINE L. FIANZA</b>			
Designation :	Supply Officer/Property Custodian	School Head			



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DONTOGAN ELEMENTARY SCHOOL  
Purok 2, Brgy. Dontogan, Baguio City

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**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 0033, S. 2022**

**RESOLUTION RESORTING TO ALTERNATIVE METHOD OF PROCUREMENT**

**WHEREAS** the BAC received a request for the procurement of security services for Dontogan Elementary School for CY 2023 with Approved Budget for the Contract (ABC) of Three Hundred Eighty-Four Thousand Pesos Only (Php 384,000.00) (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;

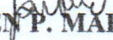
**WHEREAS** pursuant to Section 48 of the afore-cited Rule, the Department of Education – Dontogan Elementary School may resort to the alternative method of Negotiated Procurement – Small Value Procurement to promote economy and efficiency if the amount involved does not exceed the threshold prescribed 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 Negotiated Procurement – Small Value Procurement for the procurement of security services for Dontogan Elementary School for CY 2023;

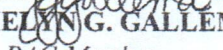
**RESOLVED FINALLY**, to post this Resolution at the DO Website, PhilGEPS, and other conspicuous place at the premises of the DO.


December 01, 2022, Dontogan Elementary School, Baguio City.

  
**LEEANN C. NEAD**  
BAC Chairperson

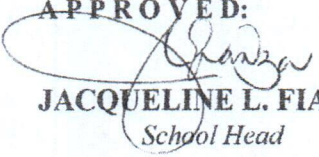
  
**RUBEN P. MARTIN**  
BAC Vice-Chairperson

  
**VANGIE D. SIKI**  
BAC Member

  
**JACKIELYN G. GALLEMA**  
BAC Member

  
**ANTHONETTE A. ALIS-IS**  
BAC Member

**APPROVED:**

  
**JACQUELINE L. FIANZA**  
School Head




**DONTOGAN ELEMENTARY SCHOOL**  
Address: Purok 2, Brgy. Dontogan, Baguio City  
Telephone Number: 422-5095  
E-mail Address: [dontoganes@gmail.com](mailto:dontoganes@gmail.com)


Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. \_\_\_\_ opened on December 13, 2022 at DONTOGAN ELEMENTARY SCHOOL

ITEM NO.	UNITS	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	CASALDO LYNDON BAC MOR SECURITY AGENCY	NORTHERN LUZON SECURITY AGENCY, INC.	SANU-AN INVESTIGATION & SECURITY AGENCY (SISFA)
1	pax	2	<b>SECURITY GUARDS (1 Day shift, 1 Night shift)</b>	379,176.00	396,000.00	408,000.00
			Contract Period: January 01, 2023 - December 31, 2023			
			Schedule: 6:00 AM - 6:00 PM; 6:00 PM - 6:00 AM			
			Monday to Sunday including legal and special holidays			
			Security guards must be:			
			1. duly licensed;			
			2. be in complete uniform;			
			3. be with complete defense tools (flashlight & baton);			
			4. be with at least 2 years of experience;			
			5. maintain a logbook;			
			6. be visible at all times; and			
			7. adhere to the policies of Dontogan Elementary School			
			** The bidding security agency must submit a security plan for the period of January 01, 2023 to December 31, 2023			
			** NOTHING FOLLOWS**			
			<b>TOTAL</b>	<b>379,176.00</b>	<b>396,000.00</b>	<b>408,000.00</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.

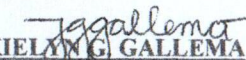
CANVASSED BY:

  
**ROWENA DEOGRACIAS**  
NAME OF CANVASSER

  
**LEEANN C. NEAD**  
BAC CHAIRPERSON

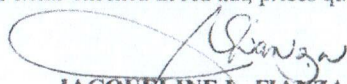
  
**RUBEN P. MARTIN**  
BAC VICE CHAIRPERSON

  
**VANGIE D. SIKI**  
BAC MEMBER

  
**JACKIELYN GALLEMA**  
BAC MEMBER

  
**ANTHONETTE A. ALIS-IS**  
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.

  
**JACQUELINE L. FIANZA**  
School Head



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

Purok 2, Km. 6 Sto. Tomas Rd., Brgy. Dontogan, Baguio City

**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 007, S. 2022**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH SMALL VALUE  
PROCUREMENT TO CASALDO LYNDON BACMOR SECURITY AGENCY FOR THE  
PROCUREMENT OF SECURITY SERVICES FOR CY 2023**

**WHEREAS** the Department of Education – Dontogan Elementary School prepared the Purchase Request (PR) for the procurement of **security services for Dontogan Elementary School for CY 2023** with an Approved Budget for the Contract (ABC) of **Three Hundred Eighty-Four Thousand Pesos Only (Php 384,000.00)** (Annex A);

**WHEREAS** on December 02, 2022, the Bids and Awards Committee (BAC) of Dontogan Elementary School 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)
Casaldo Lyndon Bacmor Security Agency	379,176.00
Northern Luzon Security Agency, Inc.	396,000.00
Sanu-an Investigation & Security Agency (SISFA)	408,000.00

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

Supplier/Distributors	Non-Compliance
Northern Luzon Security Agency, Inc.	Quotation is higher than the ABC
Sanu-an Investigation & Security Agency (SISFA)	Quotation is higher than the ABC

**WHEREAS** the proposal of **Casaldo Lyndon Bacmor Security Agency** is found to be the most compliant with the PR, and its price quotation amounting to **Three Hundred Seventy-Nine Thousand One Hundred Seventy-Six Pesos Only (Php 379,176.00)** 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 School Head the **AWARD OF CONTRACT** via Negotiated Procurement – Small Value Procurement to **Casaldo Lyndon Bacmor Security Agency** for the procurement of **security services for Dontogan Elementary School for CY 2023** in the amount of **Three Hundred Seventy-Nine Thousand One Hundred Seventy-Six Pesos Only (Php 379,176.00)** inclusive of appropriate taxes and fees.



Address: Purok 2, Km. 6 Sto. Tomas Rd., Brgy. Dontogan, Baguio City  
Telephone Number: 422 – 5095 / E-mail Address: [dontoganes@gmail.com](mailto:dontoganes@gmail.com)  
Facebook Page: [facebook.com/DepEd Tayo Dontogan ES](https://www.facebook.com/DepEd_Tayo_Dontogan_ES)




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Purok 2, Km. 6 Sto. Tomas Rd., Brgy. Dontogan, Baguio City

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RESOLVED, this 14<sup>th</sup> day of December 2022, at Dontogan Elementary School, Brgy. Dontogan, Baguio City.

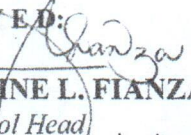
  
**LEEANN C. NEAD**  
BAC Chairperson

  
**RUBEN P. MARTIN**  
BAC Vice-Chairperson

  
**VANGIE D. SIKI**  
BAC Member

  
**JACKIELYN G. GALLEMA**  
BAC Member

  
**ANTHONETTE A. ALIS-IS**  
BAC Member

**APPROVED:**  
  
**JACQUELINE L. FIANZA**  
School Head  
Approved on 12/14/2022

