



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
**SCHOOLS DIVISION OF BAGUIO CITY**  
**DISTRICT I**  
MANUEL L. QUEZON ELEMENTARY SCHOOL

**NOTICE OF AWARD**

January 18, 2024

**MARVIN T. MALIDOM**  
ML Consumer Goods Trading  
585 Bua, Tuding  
Itogon, Benguet

Dear Mr. Malidom:

We are pleased to notify you that your price quotation and proposal for the procurement of *office supplies for the first quarter* in the amount of PHILIPPINE PESOS **sixty-two thousand eight hundred forty only (₱62,840.00)** 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 of 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,

**HERMOSO P. BUNNOL**  
School Principal I

**CONFORME:**

(Signature over Printed Name)

01-18-24

(Date)



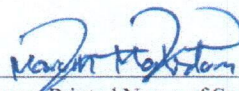
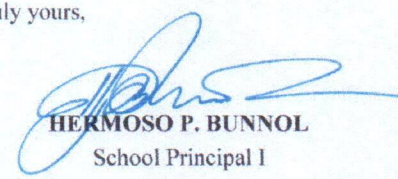
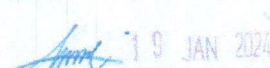
Address: Upper Session Road Extension, Baguio City

Telephone: (074) 422-7696

E-mail: 136414@deped.gov.ph

DepEd Tayo Manuel L. Quezon ES

**PURCHASE ORDER**  
**MANUEL L. QUEZON ELEMENTARY SCHOOL**  
**Entity Name**

Supplier : <b>ML CONSUMER GOODS TRADING</b> Address : 585 Bua, Tuding Itogon, Benguet TIN : 739-648-994			P.O. No. : 2024-01-002 Date : January 19, 2024 Mode of Procurement : SVP		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : Manuel L. Quezon ES Date of Delivery : 3-7 calendar days			Delivery Term : Deliver in the school Payment Term : After delivery		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	bottle	GENUINE EPSON INK REFILL, 003, black	15	270.00	4,050.00
2	bottle	GENUINE EPSON INK REFILL, 003, cyan	6	270.00	1,620.00
3	bottle	GENUINE EPSON INK REFILL, 003, magenta	6	270.00	1,620.00
4	bottle	GENUINE EPSON INK REFILL, 003, yellow	6	270.00	1,620.00
5	ream	PAPER, MULTIPURPOSE A4, 500 sheets per ream	100	175.00	17,500.00
6	ream	PAPER, MULTIPURPOSE 8.5"x13", 500 sheets per ream	120	205.00	24,600.00
7	gallon	BLEACH, multipurpose, original, 3785mL	10	155.00	1,550.00
8	gallon	ALCOHOL, Ethyl, 1 Gallon	20	280.00	5,600.00
9	pack	TOILET TISSUE PAPER, 2ply, 12 rolls/pack	39	120.00	4,680.00
		***NOTHING FOLLOWS***			-
					-
					<b>62,840.00</b>
<b>sixty-two thousand eight hundred forty pesos only</b>					
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,		
 Signature over Printed Name of Supplier <u>01-19-24</u> Date			 <b>HERMOSO P. BUNNOL</b> School Principal I		
Fund Cluster : <u>01</u>			ORS/BURS No. : <u>02-101101-2024-02-00117</u>		
Funds Available : <u>P62,840.00</u>			Date of the ORS/BURS: <u>Feb 5, 2024</u>		
 <b>KRISTINE R. GUNDRAN</b> Administrative Assistant III			Amount : <u>₱ 214,068.80</u>		



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**NOTICE TO PROCEED**

January 22, 2024

**MARVIN T. MALIDOM**

ML Consumer Goods Trading  
585 Bua, Tuding  
Itogon, Benguet

Dear Mr. Malidom:

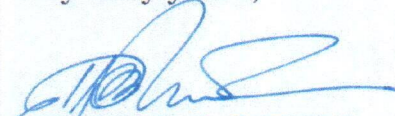
This refers to our award of contract to your company for the procurement of procurement of *office supplies for the first quarter* in the amount of PHILIPPINE PESOS **sixty-two thousand eight hundred forty only (P62,840.00)** inclusive of appropriate taxes and fees.

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.

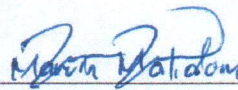
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,

  
**HERMOSO P. BUNNOL**  
School Principal I

**CONFORME:**

  
(Signature over Printed Name)  
Date: 01-22-24



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E-mail: 136414@deped.gov.ph

 DepEd Tayo Manuel L. Quezòn ES



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**BIDS AND AWARDS COMMITTEE**

**RESOLUTION NO. 002, S. 2024**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH  
 ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE  
 PROCUREMENT TO ML CONSUMER GOODS TRADING FOR THE  
 PROCUREMENT OF OFFICE SUPPLIES FOR THE FIRST QUARTER**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of **office supplies for the first quarter** with an Approved Budget for the Contract (ABC) of **sixty-nine thousand six hundred forty-eight and 82/100 pesos only (P69,648.82)** (Annex A);

**WHEREAS** on **January 10, 2024**, the DepEd – 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/proposal, to wit:

<i>Supplier/Distributors</i>	<i>Quotation</i>
ML CONSUMER GOODS TRADING	P 62,840.00
COKINS EVERYWEAR AND GEN. MERCHANDISE	P 64,300.00
LOW COST CONSUMER GOODS TRADING	P 68,370.00
EUNIQUE CARE MEDICAL SUPPLIES TRADING	P 68,985.00
SAHEI CORE TECHNOLOGIES CO.	P 75,734.00

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

<i>Supplier/Distributors</i>	<i>Non-Compliance</i>
SAHEI CORE TECHNOLOGIES CO.	Quotation is above ABC

**WHEREAS** the proposal of **ML CONSUMER GOODS TRADING** is found to be most compliant with the PR, and its price quotation amounting of **sixty-two thousand eight hundred forty pesos only (P62,840.00)** is the most economical and advantageous to the Government, thereby rendering the same as the lowest calculated responsive bid;



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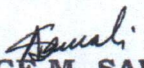
**WHEREAS** Section 12 of R.A. No. 9784 mandates that the BAC shall recommend the award of the contract to the Head of the Procuring Entity or his/her duly authorized representative.

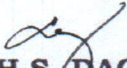
**NOW THEREFORE**, for and in consideration of the foregoing, **We**, the Members of the Bids and Awards Committee, hereby **RECOMMEND** to the School Head the **AWARD OF CONTRACT** via Negotiated Procurement – Small Value Procurement to **ML CONSUMER GOODS TRADING** for the procurement of **office supplies for the first quarter** in the amount of **sixty-two thousand eight hundred forty pesos only (P62,840.00)** inclusive of appropriate taxes and fees.


**RESOLVED**, this 17<sup>th</sup> of January 2024 at Manuel L. Quezon Elementary School, Baguio City.

  
**NICOMEDES D. TABELIN**  
BAC Chairperson

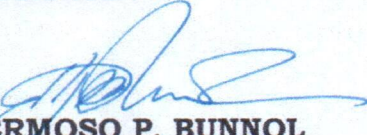
  
**MARK M. CAGAOAN**  
BAC Vice-Chairperson

  
**ALICE M. SAWALI**  
BAC Member

  
**LEAH S. DACSIG**  
BAC Member

  
**JENNIFER D. LACHICA**  
BAC Member

**APPROVED:**

  
**HERMOSO P. BUNNOL**  
School Principal I  
Approved on 1/17/2024