



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

---

**NOTICE OF AWARD**

April 2, 2024

**MOTORPLAZA INCORPORATION**  
Baguio City

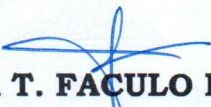
Dear *Sir/Ma'am*:

We are pleased to notify you that your price quotation and proposal for the procurement of **Procurement of Semi-Expendable Materials and Labor Services for the Repair of Service Vehicle (Pickup) with Conduction Sticker BY M219** in the amount of PHILIPPINE PESO, **Fifty Eight Thousand One Hundred Sixty Three Pesos Only (₱ 58,163.00)** inclusive of appropriate taxes and fees.


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,

  
**SORAYA T. FACULO Ph.D. CESO VI**  
*Assistant Schools Division Superintendent*  
*Officer-In-Charge*  
*Office of the Schools Division Superintendent*

Conforme:

  
RICHARD MARTIN FIGUERRES 4/2/2024



# PURCHASE ORDER

DepEd, Division of Baguio

Supplier <b>MOTORPLAZA INCORPORATION</b>	P.O. No. 24-04-050
Address : Baguio City	Date : April 3, 2024
TIN:	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 : 12 days from receipt of NTP	Payment Term : after delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	set	3rd gear repair kit	1	12,075.00	12,075.00
2	liters	Transmission gear oil	6	389.00	2,334.00
3	units	Parts cleaner	2	229.00	458.00
4	lots	Threebond	1	500.00	500.00
5	units	Cost of labor, pull down transmission , replace 3rd gear repair kit	1	6,500.00	6,500.00
6	liters	Synthetic oil	9	604.00	5,436.00
7	units	Oil filter	1	1,248.00	1,248.00
8	units	Drain plug washer	1	134.00	134.00
9	units	Engine Flush	1	322.00	322.00
10	units	Engine Treatment	2	1,344.00	2,688.00
11	units	Break cleaner	1	229.00	229.00
12	units	Air cleaner	1	1,285.00	1,285.00
13	units	A/C filter	1	1,415.00	1,415.00
14	units	Fuel filter	1	1,765.00	1,765.00
15	liters	Differential gear oil	6	397	2,382.00
16	units	Washer fluid	2	115	230.00
17	units	Diesel treatment	1	900	900.00
18	units	Battery 35M	1	7,450.00	7,450.00
19	set	Brake shoe	1	4,562.00	4,562.00
20	lots	<b>Cost of labor, PMS</b>	1	5,050.00	5,050.00
21	lots	Cost of labor, replace brake shoe	1	1,200.00	1,200.00

**COMMISSION ON AUDIT**  
 Office of the Auditor  
 Dep-ed, Division of Baguio  
**RECEIVED**  
 DATE 4/5/2024  
 BAGUIO CITY

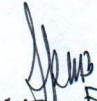
Semi-expendable Materials and Labor Services for the Repair of Service Vehicle (Pickup) with Conduction Sticker BY M219

<b>TOTAL</b>	<b>58,163.00</b>
--------------	------------------

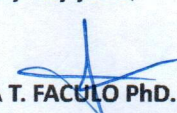
Total Amount in Words: Fifty Eight Thousand One Hundred Sixty Three Pesos Only


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:

  
RICHARD MARTIN FIGUERRES  
 MOTORPLAZA INCORPORATION  
 APRIL 3, 2024  
 Date

Very truly yours,

  
**SORAYA T. FACULO Ph.D. CESO VI**  
 Schools Division Superintendent

Fund Cluster: <u>01</u>	ORS/BURS No: <u>2024-04-00486</u>
Funds Available : <u>P 58,163.00</u>	Date of the ORS/BURS: <u>04/03/2024</u>
 <b>LILIBETH G. DEGSI</b> Accountant III	Amount: <u>58,163.00</u>

**RECEIVED**  
 APR 05 2024  
 BUDGET  
 By:  Time: 4:34





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

**NOTICE TO PROCEED**

April 4, 2024

**MOTORPLAZA INCORPORATION**

Baguio City

Dear *Sir/Ma'am*:

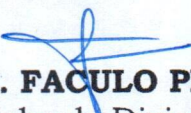
This refers to our award of contract to your company for proposal for the procurement of **Procurement of Semi-Expendable Materials and Labor Services for the Repair of Service Vehicle (Pickup) with Conduction Sticker BY M219** in the amount of PHILIPPINE PESO, **Fifty Eight Thousand One Hundred Sixty Three Pesos Only (P 58,163.00)** 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,

  
**SORAYA T. FACULO PhD, CESO VI**  
Assistant Schools Division Superintendent  
Office-in-Charge  
*Office of the Schools Division Superintendent*

**CONFORME:**   
RICHARD MARTIN FIGUERES  
(Signature Over Printed Name)

APR 15 2024



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

**RESOLUTION NO. 064 s. 2024**  
**RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT**

**WHEREAS** the BAC received a request for the "**Procurement of Semi-Expendable Materials and Labor Services for the Repair of Service Vehicle (Pickup) with Conduction Sticker BY M219**" with an Approved Budget for the Contract (ABC) of **Fifty Nine Thousand Two Hundred Sixty Eight Pesos and 70/100 Only (P 59,268.70)** (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 53.9 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 semi-expendable materials and labor services for the "**Repair of Service Vehicle (Pickup) with Conduction Sticker B7M216**";

**RESOLVED FINALLY**, to post this Resolution at the DO Website, PhilGEPS (if Php 50,000.00 and above), and other conspicuous place at the premises of the DO.


March 8, 2024, Baguio Division Office Conference Hall, Baguio City.


  
**CARMEL F. MERIS**  
BAC Chairperson


  
**NIÑO TIBANGAY**  
BAC Vice-Chairperson

  
**NIEVES D. EBANIO**  
BAC Member

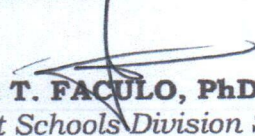
  
**ATTY. ANNETTE L. DOYAOEN**  
BAC Member

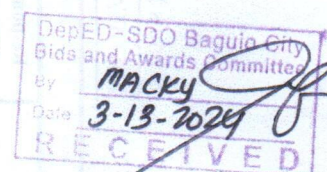
  
**HARRIS G. DIZON JR.**  
BAC Member

  
**MARY JANE M. MALIHOD**  
BAC Member

  
**MARILYN S. API-IT**  
BAC Member

**APPROVED:**

  
**SORAYA T. FACULO, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent



Approved on \_\_\_\_\_  
(date of approval)



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

**RESOLUTION NO. 064 s. 2024**  
**RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT**

**WHEREAS** the BAC received a request for the "Procurement of Semi-Expendable Materials and Labor Services for the Repair of Service Vehicle (Pickup) with Conduction Sticker BY M219" with an Approved Budget for the Contract (ABC) of Fifty Nine Thousand Two Hundred Sixty Eight Pesos and 70/100 Only (₱ 59,268.70) (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 53.9 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 semi-expendable materials and labor services for the "**Repair of Service Vehicle (Pickup) with Conduction Sticker B7M216**";

**RESOLVED FINALLY**, to post this Resolution at the DO Website, PhilGEPS (if Php 50,000.00 and above), and other conspicuous place at the premises of the DO.

March 8, 2024, Baguio Division Office Conference Hall, Baguio City.

  
**CARMEL F. MERIS**  
BAC Chairperson

  
**NIÑO TIBANGAY**  
BAC Vice-Chairperson

  
**NIEVES D. EBANIO**  
BAC Member

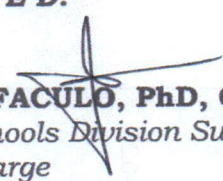
  
**ATTY. ANNETTE L. DOYAOEN**  
BAC Member

  
**HARRIS G. DIZON JR.**  
BAC Member

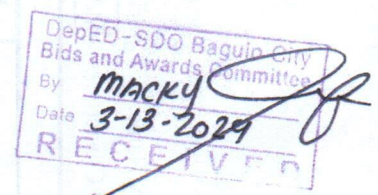
  
**MARY JANE M. MALIHOD**  
BAC Member

  
**MARILYN S. API-IT**  
BAC Member

**APPROVED:**

  
**SORAYA T. FACULO, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Approved on \_\_\_\_\_  
(date of approval)





ITEM	UNIT	QTY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIER 1	NAME OF SUPPLIER 2	NAME OF SUPPLIER 3
				MOTORPLAZA INC	ADORAI BANG-ILO	LINO CEBU
1	set	1	3rd gear repair kit	12,075.00	12,255.00	13,450.00
2	liters	6	Transmission gear oil	2,334.00	2,424.00	2,352.00
3	units	2	Parts cleaner	458.00	558.00	604.00
4	lots	1	Threebond	500.00	570.00	550.00
5	units	1	Cost of labor, pull down transmission , replace 3rd gear repair kit	6,500.00	7,200.00	6,800.00
6	liters	9	Synthetic oil	5,436.00	5,571.00	6,345.00
7	units	1	Oil filter	1,248.00	1,320.00	1,350.00
8	units	1	Drain plug washer	134.00	145.00	145.00
9	units	1	Engine Flush	322.00	365.00	350.00
10	units	2	Engine Treatment	2,688.00	2,758.00	2,810.00
11	units	1	Break cleaner	229.00	235.00	302.00
12	units	1	Air cleaner	1,285.00	1,290.00	1,345.00
13	units	1	A/C filter	1,415.00	1,465.00	1,525.00
14	units	1	Fuel filter	1,765.00	1,810.00	1,895.00
15	liters	6	Differential gear oil	2,382.00	2,400.00	2,460.00
16	units	2	Washer fluid	230.00	250	240
17	units	1	Diesel treatment	900.00	1,010.00	980
18	units	1	Battery 35M	7,450.00	7,495.00	8,500.00
19	set	1	Brake shoe	4,562.00	4,666.00	5,200.00
20	lots	1	Cost of labor, PMS	5,050.00	5,650.00	5,850.00
21	lots	1	Cost of labor, replace brake shoe	1,200.00	1,350.00	1,300.00
0	0	0				
<b>TOTAL</b>				<b>58,163.00</b>	<b>60,787.00</b>	<b>64,353.00</b>

We hereby certify that the bids or quotations received were opened at the date prices offered as stated above.

**BAC Members:**

**NIÑO M. TIBANGAY**

BAC Vice-Chairperson

Canvasser

**ATTY. ANNETTE L. DOYAEN**

Member

**NIEVES D. EBANIO**

Member

**MARY JANE M. MALIHOD**

Member

**HARRIS G. DIZON JR.**

Member

**MARILYN S. API-IT**

Member

Award is hereby given to the bidder with prices quoted being the lowest and the most advantageous to the government. Subject for Post Qualification.

**CARMEL F. MERIS**

BAC CHAIRPERSON