



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT 6
JOSEFA CARINO ELEMENTARY SCHOOL

NOTICE OF AWARD

February 27, 2025

MARISSA CHAUR

Qadar Souvenirs and General Merchandise
Stall No. 1150, Maharlika Livelihood Complex
Baguio City

Dear Ms. Chaur.

We are pleased to notify you that your price quotation and proposal for the procurement of *office supplies, other supplies and materials, and semi-expendable equipment for the months of February and March 2025* in the amount of PHILIPPINE PESOS *One Hundred Eighty Five Thousand One Hundred Sixty Pesos Only (Php 185,160.00)* 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,

LIGAYA N. ANNAWI
Principal II

CONFORME:

(Signature Over Printed Name)

2-27-25

(Date)



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 SCHOOLS DIVISION OF BAGUIO CITY
 JOSEFA CARINO ELEMENTARY SCHOOL
 F. YANDOC ST., BAGUIO CITY



PURCHASE ORDER

Supplier: QADAR SOUVENIRS AND GENERAL MERCHANDISE	P.O. No.: 2025-02-003
Address: Stall No. 1150, Maharlika Livelihood Complex, Baguio City	Date: February 28, 2025
TIN: 306-275-868	Mode of Procurement: SVP

Gentlemen:


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

Place of Delivery: Josefa Cariño Elementary School			Delivery Term: Delivery to the school		
Date of Delivery: Within 7 calendar days after NTP			Payment Term: Check; After delivery		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		Office supplies			
1	piece	CORRECTION TAPE, 8m	60	20.00	₱1,200.00
2	roll	DOUBLE SIDED TAPE, 24mm	50	30.00	₱1,500.00
3	box	Envelope, Documentary, Short	3	750.00	₱2,250.00
4	jar	GLUE, all-purpose	60	65.00	₱3,900.00
5	bottle	Ink, Epson 003 black, 65 ml, genuine	20	285.00	₱5,700.00
6	bottle	Ink, Epson 003 cyan, 65 ml, genuine	20	285.00	₱5,700.00
7	bottle	Ink, Epson 003 magenta, 65 ml, genuine	20	285.00	₱5,700.00
8	bottle	Ink, Epson 003 yellow, 65 ml, genuine	20	285.00	₱5,700.00
9	bottle	Ink, Brother BT60 black, 108 ml, genuine	2	450.00	₱900.00
10	bottle	Ink, Brother BT5000 cyan, 48.8 ml, genuine	1	410.00	₱410.00
11	bottle	Ink, Brother BT5000 magenta, 48.8 ml, genuine	1	410.00	₱410.00
12	bottle	Ink, Brother BT5000 yellow, 48.8 ml, genuine	1	410.00	₱410.00
13	piece	Marker, Permanent, Black, Broad, Refillable	100	25.00	₱2,500.00
14	pack	PVC binding cover, 200 microns, A4, 100s	1	300.00	₱300.00
15	bottle	Refill Ink for Permanent Markers, Black, 30mL	50	100.00	₱5,000.00
16	pack	Specialty Paper, A4, 180GSM, White, 10 sheets per pack	100	28.00	₱2,800.00
17	pack	Specialty Paper, Long, 180GSM, White, 8.5"x13", 10 sheets per pack	100	30.00	₱3,000.00
18	box	STAPLE WIRE, standard	50	35.00	₱1,750.00
19	roll	TAPE, masking, 24mm, 50 meters	50	20.00	₱1,000.00
20	roll	TAPE, transparent, 24mm, 50 meters	100	20.00	₱2,000.00
21	roll	TAPE, transparent, 48 mm, 50 meters	100	35.00	₱3,500.00
		Other Supplies and Materials			
22	gallon	Bleaching Solution, 3785ml	50	150.00	₱7,500.00
23	piece	BROOM (Walis Tambo)	45	150.00	₱6,750.00
24	piece	BROOM (Walis Ting-ting)	40	35.00	₱1,400.00

25	bottle	CLEANER, Toilet Bowl and Urinal, 1L	40	160.00	₱6,400.00
26	pouch	DETERGENT POWDER, all purpose, 1kg	40	105.00	₱4,200.00
27	piece	DUST PAN	34	80.00	₱2,720.00
28	bottle	Fabric conditioner, 1 liter	5	140.00	₱700.00
29	can	FLOOR WAX, paste type, red, odorless, 900g	25	230.00	₱5,750.00
30	bottle	HAND SOAP, liquid, 500mL	45	80.00	₱3,600.00
31	can	INSECTICIDE, 300mL	70	180.00	₱12,600.00
32	set	Light-Emitting Diode (LED) Linear Tube, 18 watts, box-type set	10	400.00	₱4,000.00
33	tube	Light-Emitting Diode (LED) Linear Tube, 18 watts, double-ended	20	200.00	₱4,000.00
34	piece	PHILIPPINE NATIONAL FLAG	3	350.00	₱1,050.00
35	piece	Spin mop head, replacement	100	25.00	₱2,500.00
36	roll/pack	TRASHBAG, Large size, 26x32, thick	100	40.00	₱4,000.00
37	roll/pack	Trash bag, Medium size, 22x24, thick	10	35.00	₱350.00
38	roll/pack	Trash bag, Small size, 18x20, thick	20	33.00	₱660.00
39	roll/pack	TRASHBAG, XXL size, 37x40, thick	50	80.00	₱4,000.00
		Semi-expendable equipment			
40	unit	Printer, Multifunction Inkjet, Borderless Printing, Print-Scan-Copy	5	8,900.00	₱44,500.00
41	unit	Tripod Screen for Projector, white, 70x70	1	2,500.00	₱2,500.00
42	unit	ELECTRIC FAN, wall mount	9	1,150.00	₱10,350.00
		-NOTHING FOLLOWS-			
One Hundred Eighty Five Thousand One Hundred Sixty Pesos Only				₱185,160.00	

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.

Very truly yours,


LIGAYA N. ANNAWI
Principal II

Conforme:


Signature over Printed Name of Supplier
2-28-25
Date

Fund Cluster : 01
Funds Available : 185,160.00


BEBBIE H. DIZON
Bookkeeper

2/28/25

ORS/BURS No. : 02-101101-2025-01-000107
Date of the ORS/BURS: 1/23/25
Amount : 369,578.53



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT 6
JOSEFA CARIÑO ELEMENTARY SCHOOL

NOTICE TO PROCEED

March 3, 2025

MARISSA CHAUR

*Qadar Souvenirs and General Merchandise
Stall No. 1150, Maharlika Livelihood Complex
Baguio City*

Dear Ms. Chaur:

This refers to our award of contract to your company for the procurement of *office supplies, other supplies and materials, and semi-expendable equipment for the months of February and March 2025* in the amount of PHILIPPINE PESOS *One Hundred Eighty Five Thousand One Hundred Sixty Pesos Only (Php 185,160.00)* 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,

LIGAYA N. ANNAWI
Principal II

CONFORME:

I acknowledge receipt of this Notice on 03-03-25

Name of the Representative of the Bidder: QADAR SOUVENIRS AND GENERAL MERCHANDISE

Authorized Signature: 

(Signature over printed name)



Address: F. Yandoc St., Baguio City

Telephone No.: (074) 442-3149

E-mail: josefacarinoelemschool@gmail.com/ 136385@deped.gov.ph


Facebook Page: DepEd Tayo Josefa Cariño ES

ITEM	UNIT	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	JC COMMERCIAL CENTER		SHOP ON LINE		COKINS EVERYWEAR & GEN. MERCHANDISE		QADAR SOUVENIRS AND GENERAL MERCHANDISE	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
			Office Supplies								
1	piece	60	CORRECTION TAPE, 8m	P18.00	P1,080.00	P16.00	P960.00	P15.00	P900.00	P20.00	P1,200.00
2	roll	50	DOUBLE SIDED TAPE, 24mm	P30.00	P1,500.00	P29.00	P1,450.00	P28.00	P1,400.00	P30.00	P1,500.00
3	box	3	Envelope, Documentary, Short	P640.00	P1,920.00	P700.00	P2,100.00	P625.00	P1,875.00	P750.00	P2,250.00
4	jar	60	GLUE, all-purpose	P60.00	P3,600.00	P60.00	P3,600.00	P55.00	P3,300.00	P65.00	P3,900.00
5	bottle	20	Ink, Epson 003 black, 65 ml, genuine	P300.00	P6,000.00	P300.00	P6,000.00	P290.00	P5,800.00	P285.00	P5,700.00
6	bottle	20	Ink, Epson 003 cyan, 65 ml, genuine	P300.00	P6,000.00	P300.00	P6,000.00	P295.00	P5,900.00	P285.00	P5,700.00
7	bottle	20	Ink, Epson 003 magenta, 65 ml, genuine	P300.00	P6,000.00	P300.00	P6,000.00	P295.00	P5,900.00	P285.00	P5,700.00
8	bottle	20	Ink, Epson 003 yellow, 65 ml, genuine	P300.00	P6,000.00	P300.00	P6,000.00	P295.00	P5,900.00	P285.00	P5,700.00
9	bottle	2	Ink, Brother BTD60 black, 108 ml, genuine	P420.00	P840.00	P420.00	P840.00	P410.00	P820.00	P450.00	P900.00
10	bottle	1	Ink, Brother BT5000 cyan, 48.8 ml, genuine	P420.00	P420.00	P420.00	P420.00	P410.00	P410.00	P410.00	P410.00
11	bottle	1	Ink, Brother BT5000 magenta, 48.8 ml, genuine	P420.00	P420.00	P420.00	P420.00	P410.00	P410.00	P410.00	P410.00
12	bottle	1	Ink, Brother BT5000 yellow, 48.8 ml, genuine	P420.00	P420.00	P420.00	P420.00	P410.00	P410.00	P410.00	P410.00
13	piece	100	Marker, Permanent, Black, Broad, Refillable	P40.00	P4,000.00	P40.00	P4,000.00	P35.00	P3,500.00	P25.00	P2,500.00
14	pack	1	PVC binding cover, 200 microns, A4, 100s	P450.00	P450.00	P450.00	P450.00	P425.00	P425.00	P300.00	P300.00
15	bottle	50	Refill Ink for Permanent Markers, Black, 30mL	P80.00	P4,000.00	P80.00	P4,000.00	P75.00	P3,750.00	P100.00	P5,000.00
16	pack	100	Specialty Paper, A4, 180GSM, White, 10 sheets per pack	P24.00	P2,400.00	P25.00	P2,500.00	P24.00	P2,400.00	P28.00	P2,800.00
17	pack	100	Specialty Paper, Long, 180GSM, White, 8.5"x13", 10 sheets per pack	P26.00	P2,600.00	P25.00	P2,500.00	P25.00	P2,500.00	P30.00	P3,000.00
18	box	50	STAPLE WIRE, standard	P30.00	P1,500.00	P30.00	P1,500.00	P28.00	P1,400.00	P35.00	P1,750.00
19	roll	50	TAPE, masking, 24mm, 50 meters	P30.00	P1,500.00	P30.00	P1,500.00	P28.00	P1,400.00	P20.00	P1,000.00
20	roll	100	TAPE, transparent, 24mm, 50 meters	P17.00	P1,700.00	P17.00	P1,700.00	P15.00	P1,500.00	P20.00	P2,000.00
21	roll	100	TAPE, transparent, 48 mm, 50 meters	P20.00	P2,000.00	P20.00	P2,000.00	P18.00	P1,800.00	P35.00	P3,500.00
			Other Supplies and Materials								
22	gallon	50	Bleaching Solution, 3785ml	P210.00	P10,500.00	P180.00	P9,000.00	P170.00	P8,500.00	P150.00	P7,500.00
23	piece	45	BROOM (Walis Tambo)	P210.00	P9,450.00	P220.00	P9,900.00	P210.00	P9,450.00	P150.00	P6,750.00
24	piece	40	BROOM (Walis Ting-ting)	P40.00	P1,600.00	P40.00	P1,600.00	P35.00	P1,400.00	P35.00	P1,400.00
25	bottle	40	CLEANER, Toilet Bowl and Urinal, 1L	P100.00	P4,000.00	P100.00	P4,000.00	P95.00	P3,800.00	P160.00	P6,400.00
26	pouch	40	DETERGENT POWDER, all purpose, 1kg	P80.00	P3,200.00	P80.00	P3,200.00	P75.00	P3,000.00	P105.00	P4,200.00
27	piece	34	DUST PAN	P140.00	P4,760.00	P140.00	P4,760.00	P75.00	P2,550.00	P80.00	P2,720.00
28	bottle	5	Fabric conditioner, 1 liter	P120.00	P600.00	P120.00	P600.00	P100.00	P500.00	P140.00	P700.00
29	can	25	FLOOR WAX, paste type, red, odorless, 900g	P340.00	P8,500.00	P400.00	P10,000.00	P330.00	P8,250.00	P230.00	P5,750.00
30	bottle	45	HAND SOAP, liquid, 500mL	P80.00	P3,600.00	P80.00	P3,600.00	P75.00	P3,375.00	P80.00	P3,600.00
31	can	70	INSECTICIDE, 300mL	P325.00	P22,750.00	P360.00	P25,200.00	P250.00	P17,500.00	P180.00	P12,600.00
32	set	10	Light-Emitting Diode (LED) Linear Tube, 18 watts, box-type set	P470.00	P4,700.00	P470.00	P4,700.00	P450.00	P4,500.00	P400.00	P4,000.00
33	tube	20	Light-Emitting Diode (LED) Linear Tube, 18 watts, double-ended	P325.00	P6,500.00	P320.00	P6,400.00	P300.00	P6,000.00	P200.00	P4,000.00
34	piece	3	PHILIPPINE NATIONAL FLAG	P225.00	P675.00	P210.00	P630.00	P200.00	P600.00	P350.00	P1,050.00
35	piece	100	Spin mop head, replacement	P42.00	P4,200.00	P42.00	P4,200.00	P40.00	P4,000.00	P25.00	P2,500.00
36	roll/pack	100	TRASHBAG, Large size, 26x32, thick	P40.00	P4,000.00	P40.00	P4,000.00	P35.00	P3,500.00	P40.00	P4,000.00
37	roll/pack	10	Trash bag, Medium size, 22x24, thick	P50.00	P500.00	P47.00	P470.00	P45.00	P450.00	P35.00	P350.00
38	roll/pack	20	Trash bag, Small size, 18x20, thick	P30.00	P600.00	P30.00	P600.00	P25.00	P500.00	P33.00	P660.00
39	roll/pack	50	TRASHBAG, XXL size, 37x40, thick	P80.00	P4,000.00	P80.00	P4,000.00	P75.00	P3,750.00	P80.00	P4,000.00

ITEM	UNIT	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	JC COMMERCIAL CENTER		SHOP ON LINE		COKINS EVERYWEAR & GEN. MERCHANDISE		QADAR SOUVENIRS AND GENERAL MERCHANDISE	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
			<i>Semi-expendable equipment</i>								
40	unit	5	Printer, Multifunction Inkjet, Borderless Printing, Print-Scan-Copy	P14,950.00	P74,750.00	P15,000.00	P75,000.00	P9,600.00	P48,000.00	P8,900.00	P44,500.00
41	unit	1	Tripod Screen for Projector, white, 70x70	P6,200.00	P6,200.00	P6,100.00	P6,100.00	P6,000.00	P6,000.00	P2,500.00	P2,500.00
42	unit	9	ELECTRIC FAN, wall mount	P2,100.00	P18,900.00	P2,000.00	P18,000.00	P1,950.00	P17,550.00	P1,150.00	P10,350.00
			<i>~NOTHING FOLLOWS~</i>								
			Total		P248,335.00		P250,320.00		P204,875.00		P185,160.00

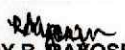
We hereby certify that the bids or quotations received were opened at the date and hour indicated and the prices offered as stated above.


Canvassed by:

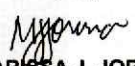

MIGUEL B. DAPLI
Canvasser

BAC MEMBERS:


RHODORA B. ESTOLERO
BAC Vice Chairperson


MARY B. RAMOSEN
BAC Member


MARY ANN R. BUNNOL
BAC Member


MARISSA J. JORVINA
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.


ROSARIO R. CAWILAN
BAC Chairperson



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT 6
JOSEFA CARIÑO ELEMENTARY SCHOOL

RESOLUTION NO. 007, s. 2025

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE MODE OF PROCUREMENT
- SMALL VALUE PROCUREMENT TO QADAR SOUVENIRS AND GENERAL MERCHANDISE**

WHEREAS the Department of Education prepared the Purchase Request (PR) for the procurement of *office supplies, other supplies and materials, and semi-expendable equipment for the months of February and March 2025* with an Approved Budget for the Contract (ABC) of *One Hundred Eighty Five Thousand One Hundred Ninety Eight Pesos and 61/ 100 Only (Php 185,198.61)* (Annex A);

WHEREAS on *February 11, 2025*, 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/proposals, to wit:

Supplier/Distributors	Quotation (Php)
JC COMMERCIAL CENTER	Php 248,335.00
SHOP ON LINE	Php 250,320.00
COKINS EVERYWEAR & GEN. MERCHANDISE	Php 204,875.00
QADAR SOUVENIRS AND GENERAL MERCHANDISE	Php 185,160.00

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

Supplier/Distributors	Non-Compliance
JC COMMERCIAL CENTER	Quoted above ABC
SHOP ON LINE	Quoted above ABC
COKINS EVERYWEAR & GEN. MERCHANDISE	Quoted above ABC

WHEREAS the proposal of **QADAR SOUVENIRS AND GENERAL MERCHANDISE** is found to be the most compliant with the PR, and its price quotation amounting to **One Hundred Eighty Five Thousand One Hundred Sixty Pesos Only (Php 185,160.00)** 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 **QADAR SOUVENIRS AND GENERAL MERCHANDISE** for the procurement of *semi-expendable machinery and equipment for the month of November 2024* in the amount of *One Hundred Eighty Five Thousand One Hundred Sixty Pesos Only (Php 185,160.00)* inclusive of appropriate taxes and fees.



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT 6
JOSEFA CARIÑO ELEMENTARY SCHOOL

RESOLVED, this February 26, 2025, Josefa Cariño Elementary School, Baguio City.

ROSARIO R. CAWILAN

BAC Chairperson

RHODORA B. ESTOLERO

BAC Vice-Chairperson

MARY B. RAYOSEN

BAC Member

MARY ANN R. BUNNOL

BAC Member

MARISSA J. JORVINA

BAC Member

APPROVED:

LIGAYA N. ANNAWI

Principal II

Approved on February 26, 2025

WHEREAS the proposal of QADAR SOUVENIRS AND GENERAL MERCHANDISE is found to be the most compliant with the PR, and its price quotation amounting to One Hundred Eighty Five Thousand One Hundred Sixty Pesos Only (Php 185,160.00) 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 QADAR SOUVENIRS AND GENERAL MERCHANDISE for the procurement of semi-expendable machinery and equipment for the month of November 2024 in the amount of One Hundred Eighty Five Thousand One Hundred Sixty Pesos Only (Php 185,160.00) inclusive of appropriate taxes and fees.