



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

NOTICE OF AWARD

January 28, 2025

KAREN ROSE RITOS
EMERALD GRANS HOTEL
Marcos Highway, Baguio City

Dear Ms. Ritos:

We are pleased to notify you that your price quotation and proposal for the **Procurement of Meals and Snacks with Venue for the Conduct of Upskilling of Grades 9 & 10 ESM Teachers on PISA-Aligned Assessment Construction on February 3-4, 2025 and February 17-18, 2025** in the amount of **PHILIPPINE PESOS One Hundred Ninety Eight Thousand Four Hundred Pesos Only (₱198,400.00)** inclusive of appropriate taxes, and fees, has been accepted.

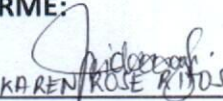
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


SORAYA T. FACULO, PhD, CESO VI
Schools Division Superintendent

CONFORME:



(Signature Over Printed Name)

1 - 31 - 2025
(Date)

1/28/2025
vgc

PURCHASE ORDER

DepEd, Division of Baguio

Supplier	EMERALD GRAINS HOTEL	P.O. No.	2025-01-13
Address	Baguio City	Date :	January 30, 2025
TIN:	624-355-725-00000	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 :	DepEd, Division Office Baguio	Delivery Term : Day of Activity
Date of Delivery :	day of activity	Payment Term : after delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1		MEALS AND SNACKS WITH VENUE (IN HOUSE MENU)			
	pax	February 3, 2025 (Day 1): AM Snacks, Lunch, PM Snacks	83		49,600.00
	pax	February 4, 2025 (Day 2): AM Snacks, Lunch, PM Snacks	83		49,600.00
	pax	February 17, 2025 (Day 3): AM Snacks, Lunch, PM Snacks	83		49,600.00
	pax	February 18, 2025 (Day 4): AM Snacks, Lunch, PM Snacks	83		49,600.00
		**Note: Attach proposed In house menu with this RFQ upon submission Free strong internet/WIFI connection One airconditioned session/plenary hall with complete audio and video system (2 microphones) which can accommodate at least 83 participants With free use of LED wall, extension wires Free flowing coffee, tea, water and complete condiments Note: with attached in house menu			

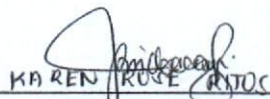
Procurement of Meals and Snacks with Venue for the Conduct of Upskilling of Grades 9 & 10 ESM Teachers on PISA-Aligned Assessment Construction

TOTAL 198,400.00

Total Amount in Words: One Hundred Ninety Eight Thousand Four Hundred 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:


KAREN ROSE

EMERALD GRAINS HOTEL

1 - 30 - 2025

Date

Very truly yours,



SORAYA T. FACULO PhD. CESO VI

Schools Division Superintendent

Fund Cluster:

Funds Available :

1
P 198,400.00


LILIBETH G. DEGSI
Accountant III

ORS/BURS No: 2025-01-000117

Date of the ORS/BURS: JAN - 31, 2025

Amount: P 198,400.00

COMMISSION ON AUDIT
Office of the Auditor
Dep-ed, Division of Baguio

RECEIVED
DATE: 1/31/25
BAGUIO CITY



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

NOTICE TO PROCEED

January 31, 2025

KAREN ROSE RITOS
EMERALD GRANS HOTEL
Marcos Highway, Baguio City

Dear Ms. Ritos:


This refers to our award of contract to your company for the **Procurement of Meals and Snacks with Venue for the Conduct of Upskilling of Grades 9 & 10 ESM Teachers on PISA-Aligned Assessment Construction on February 3-4, 2025 and February 17-18, 2025** in the amount of PHILIPPINE PESOS **One Hundred Ninety Eight Thousand Four Hundred Pesos Only (P198,400.00)** 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.

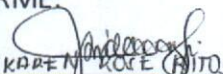
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,


SORAYA T. FACULO, PhD, CESO VI
Schools Division Superintendent

CONFORME:



(Signature Over Printed Name)

1- 31-2025

(Date)

01/31/2025
vgc

Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. _____ opened on **January 24, 2025** at DepEd, Baguio City Division.

ITEM	UNIT	QTY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIER	NAME OF SUPPLIER	NAME OF SUPPLIER
				EMERALD GRAINS HOTEL	HOTEL TUGOS	H100 ECOLODGE
1			MEALS AND SNACKS WITH VENUE (IN HOUSE MENU)			
	Pax	83	February 3, 2025 (Day 1): AM Snacks, Lunch, PM Snacks	49,600.00	49,634.00	49,800.00
	Pax	83	February 4, 2025 (Day 2): AM Snacks, Lunch, PM Snacks	49,600.00	49,634.00	49,800.00
	Pax	83	February 17, 2025 (Day 3): AM Snacks, Lunch, PM Snacks	49,600.00	49,634.00	49,800.00
	Pax	83	February 18, 2025 (Day 4): AM Snacks, Lunch, PM Snacks	49,600.00	49,634.00	49,800.00
			**Note: Attach proposed In house menu with this RFQ upon submission Free strong internet/WIFI connection One airconditioned session/plenary hall with complete audio and video system (2 microphones) which can accommodate at least 83 participants With 3 LCD projectors(HDMI and VGA ports), extension wires Free flowing coffee, tea, water and complete condiments (Note: with attached in house menu)			
			TOTAL	198,400.00	198,536.00	199,200.00

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

BAC Members:

NIÑO M. TIRANGAY

BAC Vice-Chairperson

ATTY. ANNETTE L. DOYAOEN

Member

NIEVES B. EBANIO

Member

HARRIS G. DIZON JR.

Member

MARY JANE M. MALIHOD

Member

MARILYN S. API-IT

Member

Canvasser

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



Republic of the Philippines
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
RESOLUTION NO. 022, S. 2025

RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO EMERALD GRAINS HOTEL

WHEREAS the Department of Education prepared the Purchase Request (PR) for the **Procurement of Meals and Snacks with Venue for the Conduct of Upskilling of Grades 9 & 10 ESM Teachers on PISA-Aligned Assessment Construction** with an Approved Budget for the Contract (ABC) of **One Hundred Ninety Nine Thousand Two Hundred Pesos Only (₱199,000.00)** (Annex A);

WHEREAS on January 17, 2025, 2024 the DepEd – Bids and Awards Committee (BAC) posted/published the Request for Quotation (RFQ) for the said procurement project. The following suppliers/contractors signified their intent to participate by submitting their respective quotations/proposals, to wit:

Supplier/Distributors	Quotation (Php)
EMERALD GRANS HOTEL	₱ 198,400.00
HOTEL TUGOS	₱ 198,536.00
H100 ECOLODGE	₱ 199,200.00

WHEREAS the Technical Working Group (TWG) and End-User conducted post qualification, evaluation and detailed examination of the item description provided in the Purchase Request of the lowest calculated bidder **EMERALD GRAINS HOTEL** and submitted on January 23, 2025 at Baguio City;

WHEREAS upon careful examination, validation and verification of the item description that they have submitted, **EMERALD GRAINS HOTEL** has been found to be in in order in all respect complying as to the item description and is found to be the Lowest Calculated and Responsive Bidder;

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 Schools Division Superintendent the **AWARD OF CONTRACT** via Alternative Method of Procurement – Small Value to **EMERALD GRAINS HOTEL** for the **Procurement of Meals and Snacks with Venue for the Conduct of Upskilling of Grades 9 & 10 ESM Teachers on PISA-Aligned Assessment Construction** in the amount of **One Hundred Ninety Eight Thousand Four Hundred Pesos Only (₱198,400.00)** inclusive of appropriate taxes and fees.

RESOLVED, this 28th day of January, 2025, at the Baguio Division Office Conference Hall, Baguio City.

CARMEL F. MERIS
BAC Chairperson

NINO TIBANGAY
BAC Vice-Chairperson

DB
ATTY. ANNETTE L. DOYAOEN
BAC Member

HARRIS G. DIZON JR.
BAC Member

NIEVES D. EBANIO
BAC Member

MARY JANE M. MALIHOD
BAC Member

MARILYN S. API-IT
BAC Member

APPROVED:

SORAYA T. FACULO, PhD, CESO VI
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. 007 s. 2025

RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT

WHEREAS the BAC received a request for the **"Procurement of Meals and Snacks with Venue for the Conduct of Upskilling of Grades 9&10 ESM Teachers on PISA-Aligned Assessment Construction"** with an Approved Budget for the Contract (ABC) of **One Hundred Ninety Nine Thousand Two Hundred Pesos Only (P 199,200.00)** (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 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 of meals and snacks with venue** for the conduct of **"Upskilling of Grades 9&10 ESM Teachers on PISA-Aligned Assessment Construction"**;

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.

January 16, 2025, Baguio Division Office Conference Hall, Baguio City.

CARMEL F. MERIS

BAC Chairperson

Digitally signed by Niño M.

Tibangay

Date: 2025.01.16 18:23:40 +08'00'

NIÑO TIBANGAY

BAC Vice-Chairperson

Digitally signed by
Nieves Ebanio
Date: 2025.01.16
18:33:06 +08'00'
NIEVES D. EBANIO
BAC Member

Digitally signed by
Annette L. Doyaoen
Date: 2025.01.16 18:23:40 +08'00'
ATTY. ANNETTE L. DOYAOEN
BAC Member

Digitally signed by
Harris G. Dizon Jr.
Date: 2025.01.16 18:23:40 +08'00'
HARRIS G. DIZON JR.
BAC Member

MARY JANE M. MALIHOD
BAC Member

Digitally signed by
Marilyn S. Api-It
Date: 2025.01.16 18:23:40 +08'00'
MARILYN S. API-IT
BAC Member

APPROVED:

Digitally signed by Faculo Soraya
Tudlong
Date: 2025.01.16 18:27:24 +08'00'
SORAYA T. FACULO, PhD, CESO VI
Schools Division Superintendent
Approved on _____