



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

---

**NOTICE OF AWARD**

**December 26, 2024**

**LOIS UY**  
PANGHOI ENTERPRISES  
Magsaysay, Avenue Baguio City


Dear Mr. Uy:

We are pleased to notify you that your price quotation and proposal for the **Procurement of Office Supplies, Janitorial Supplies and Other Supplies and Materials for SDO Baguio Use** in the amount of PHILIPPINE PESOS **Seventy Thousand Eight Hundred Seventy Pesos Only (PhP 70,870.00)** inclusive of appropriate taxes, and fees, has been accepted.

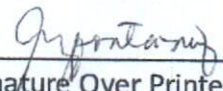
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,

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

**CONFORME:**

  
(Signature Over Printed Name)

12-26-24  
(Date)

12/26/2024  
vgc



# PURCHASE ORDER

DepEd, Division of Baguio

Supplier <b>PANGHOI ENTERPRISES</b>	P.O. No. 24-12-315
Address Magsaysay Avenue, Baguio City	Date: December 27, 2024
TIN: 000-279-800-000	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 : within 25 days after NTP		
Date of Delivery :			Payment Term : after delivery		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	pcs	Ballpen ballpoint (black,.5mm)	200	8.00	1,600.00
2	pcs	Ballpen ballpoint (blue,.5 mm)	200	8.00	1,600.00
3	box	Binder Clip,41 mm (12 pcs/box)	30	45.00	1,350.00
4	box	Binder Clip,32 mm (12 pcs/box)	25	31.00	775.00
5	pcs	Clear sliding folder, long (hard), 10 pcs/pack (see attached pic.)	5	20.00	100.00
6	bot	Epson Ink, 003 Black (genuine/ original)	15	300.00	4,500.00
7	bot	Epson Ink, 003 Cyan (genuine/ original)	10	310.00	3,100.00
8	bot	Epson Ink 003, Yellow (genuine/ original)	10	310.00	3,100.00
9	bot	Epson Ink 003, Magenta (genuine/original)	10	310.00	3,100.00
10	pcs	Pentle Pen, broad (black) permanent	50	27.00	1,350.00
11	pcs	Pentle Pen, broad (blue) permanent	50	27.00	1,350.00
12	pcs	Sign Pen, (black) (precision wear-free needlepoint tips, soft	20	75.00	1,500.00
13	pcs	Sign Pen, (blue) (precision wear-free needlepoint tips, soft	20	75.00	1,500.00
14	packs	Specialty paper, A4 90 GSM (10 pcs per pack)	200	27.00	5,400.00
15	bot	Dishwashing liquid (780 ml)	20	150.00	3,000.00
16	pcs	Extension cord, heavy duty 3 meters (see attached pic)	2	295.00	590.00
17	pcs	Large magnifying glass w/ light, full page 5x magnifier (see	3	1,100.00	3,300.00
18	pcs	Fabric Conditioner (at least 800 ml per bottle) (with cents, floral	10	110.00	1,100.00
19	pcs	Multi-insect killer, 500 ml (water based)	5	480.00	2,400.00
20	bot	Moisturizing hand soap, anti-bacterial (baby's breath), 1000 ml	5	125.00	625.00
21	pcs	Portable rechargeable solar LED emergency lights w/ USB	4	2,000.00	8,000.00
22	pcs	Storage box (preferably blue) (see attached pic)	100	95.00	9,500.00
23	pcs	Led bulb, tube 14/15 watts	25	310.00	7,750.00
24	roll	Trash bags (XXL, high quality plastic,) (10 pcs per roll or per	40	95.00	3,800.00
25	roll	Tash bags (L, high quality plastic,) (10 pcs per roll)	10	48.00	480.00

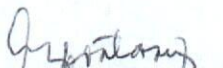
Procurement of Office Supplies, Janitorial Supplies and Other Supplies and Materials for SDO Baguio Use

**TOTAL 70,870.00**

**Total Amount in Words: Seventy Thousand Eight Hundred Seventy 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.

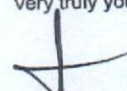
Conforme:

  
PANGHOI ENTERPRISES

12-27-24

Date

Very truly yours,

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

Fund Cluster: 01

Funds Available : ₱ 70,870.00

  
LILIBETH G. DEGSI  
Accountant III

ORS/BURS No: 2024-12-02673

Date of the ORS/BURS: 12/27/24

Amount: 70,870.00





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

**NOTICE TO PROCEED**

January 2, 2025

**LOIS UY**  
PANGHOI ENTERPRISES  
Magsaysay, Avenue Baguio City

Dear Mr. Uy:


This refers to our award of contract to your company for the **Procurement of Office Supplies, Janitorial Supplies and Other Supplies and Materials for SDO Baguio Use** in the amount of PHILIPPINE PESOS **Seventy Thousand Eight Hundred Seventy Pesos Only (PhP70,870.00)** 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.

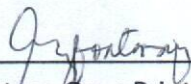
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,

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

CONFORME:

  
(Signature Over Printed Name)  
1-6-25  
(Date)

01/02/2025  
vgc





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

**RESOLUTION NO. 412 s. 2024**

**RESOLUTION RESORTING TO ALTERNATIVE MODE OF PROCUREMENT**

**WHEREAS** the BAC received a request for the "**Procurement of Office Supplies, Janitorial Supplies and Other Supplies and Materials for SDO Baguio Use**" with an Approved Budget for the Contract (ABC) of Three Hundred Forty Eight Thousand Forty Five Pesos Only (P 348,045.00) (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 office supplies, janitorial supplies and other supplies for "**SDO Baguio Use**";

**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.

December 17, 2024, Baguio Division Office Conference Hall, Baguio City.

(on leave)  
**CARMEL T. MERIS**  
BAC Chairperson

**NIÑO TIBANGAY**  
BAC Vice-Chairperson

Digitally signed  
by Annette

Doyaoen

Date: 2024.12.17

12:18:21 +08'00'

**NIEVES D. EBANIO**  
BAC Member

**ATTY. ANNETTE DOYAOEN**  
BAC Member

Digitally signed by  
Harris Dizon Jr.  
Date:  
2024.12.17  
12:09:49  
+08'00'

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

**MARY JANE M. MALIHOD**  
BAC Member

Digitally signed by Marilyn S. Apat  
Date:  
2024.12.17  
12:16:05 +08'00'

**MARILYN S. APAT**  
BAC Member

**APPROVED:**

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

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



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600  
Telephone No.: (074) 865-1231  
Email Address: baguio.city@deped.gov.ph  
DepEd Tayo Baguio City <https://deped.gov.ph>





Republic of the Philippines  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**  
**RESOLUTION NO. 325, S. 2024**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO PANGHOI ENTERPRISES**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the **Procurement of Office Supplies, Janitorial Supplies and Other Supplies and Materials for SDO Baguio Use** an Approved Budget for the Contract (ABC) of **Three Hundred Forty Eight Thousand Forty Five Pesos Only (₱ 348,045.00)** (Annex A);

**WHEREAS** on December 17, 2024, 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)
ML CONSUMER GOODS TRADING	₱ 235,255.00
PANGHOI ENTERPRISES	₱ 70,870.00
UNIVERSAL CARE CONSUMER GOODS TRADING	₱ 348,000.00

**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 **PANGHOI ENTERPRISES** and submitted on December 23, 2024 at Baguio City;

**WHEREAS** upon careful examination, validation and verification of the item description that they have submitted, **PANGHOI ENTERPRISES** has been found to be in order in all respect complying as to the item description and is found to be the Lowest Calculated and Responsive Bidder for items no. 2,3,6-8,14-17,19,20,26-28,37-40,42-46,50-51;

**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 **PANGHOI ENTERPRISES** for the **Procurement of Office Supplies, Janitorial Supplies and Other Supplies and Materials for SDO Baguio Use** in the amount of **Seventy Thousand Eight Hundred Seventy Pesos Only (₱ 70,870.00)** inclusive of appropriate taxes and fees.

**RESOLVED**, this 26th day of December, 2024, at the Baguio Division Office Conference Hall, Baguio City.

(On Leave)

**CARMEL F. MERISP**  
BAC Chairperson

**NIÑO TIBANGAY**  
BAC Vice Chairperson

(on leave)  
**ATTY. ANNETTE L. DOYAOEN**  
BAC Member

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

**NIEVES D. EBANIO**  
BAC Member

**MARY JANE M. MALIHOD**  
BAC Member

(on leave)  
**MARILYN S. API-IT**  
BAC Member

**APPROVED:**

**SORAYA T. FACULO, PhD, CESO VI**  
Schools Division Superintendent  
Approved on \_\_\_\_\_  
(date of approval)



Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ opened on December 26, 2024 at DepEd, Baguio City Division.:

ITEM	UNIT	QTY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIER	NAME OF SUPPLIER	NAME OF SUPPLIER
				ML CONSUMER GOODS TRADING	PANGHOI ENTERPRISES	UNIVERSAL CARE CONSUMER GOODS TRADING
1	pcs	10	Airfreshener spray (320 ml) mild scent	2900	3,000.00	1 lot
2	pcs	200	Ballpen ballpoint (black,.5mm)	1700	1,600.00	1 lot
3	pcs	200	Ballpen ballpoint (blue,.5 mm)	1,700.00	1,600.00	1 lot
4	pair	100	Battery (AA, genuine/original) -sold pack of 2pcsalkaline dry battery No mercury and cadmium World quality control Ideal for electronic devices that require high energy Certified by industrial standard No mercury and cadmium added 5-8 lifetime storage Voltage : 1.5 v. Size : AA, & 9v Contains : 2 batteries/Pack for , AA 1	9,500.00	9,500.00	1 lot
5	box	30	Binder Clip, 51 mm (12 pcs/box)	1,950.00	2,160.00	1 lot
6	box	30	Binder Clip,41 mm (12 pcs/box)	1,800.00	1,350.00	1 lot
7	box	25	Binder Clip,32 mm (12 pcs/box)	1,125.00	775.00	1 lot
8	pcs	5	Clear sliding folder, long (hard), 10 pcs/pack (see attached pic.)	500.00	100.00	1 lot
9	pcs	5	Stamp Pad (5"x3")	750.00	1,805.00	1 lot
10	bot	15	Epson Ink, 008 Black (genuine/ original)	15,000.00	15,750.00	1 lot
11	bot	10	Epson Ink, 008 Cyan (genuine/ original)	8,100.00	9,500.00	1 lot
12	bot	10	Epson Ink 008, Yellow (genuine/ original)	8,100.00	9,500.00	1 lot
13	bot	10	Epson Ink 008, Magenta (genuine/original)	8,100.00	9,500.00	1 lot
14	bot	15	Epson Ink, 003 Black (genuine/ original)	5850	4,500.00	1 lot
15	bot	10	Epson Ink, 003 Cyan (genuine/ original)	3900	3,100.00	1 lot
16	bot	10	Epson Ink 003, Yellow (genuine/ original)	3900	3,100.00	1 lot
17	bot	10	Epson Ink 003, Magenta (genuine/original)	3900	3,100.00	1 lot
18	box	50	FASTENER, metal, non-sharp edges, 50 sets per box	2750	2,900.00	1 lot
19	pcs	50	Pentle Pen, broad (black) permanent	2000	1,350.00	1 lot
20	pcs	50	Pentle Pen, broad (blue) permanent	2000	1,350.00	1 lot
21	pc	50	Marker, white board marker (blue)	950	1,500.00	1 lot



Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ opened on December 26, 2024 at DepEd, Baguio City Division.

ITEM	UNIT	QTY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIER	NAME OF SUPPLIER	NAME OF SUPPLIER
				ML CONSUMER GOODS TRADING	PANGHOI ENTERPRISES	UNIVERSAL CARE CONSUMER GOODS TRADING
22	reams	50	Marker, white board marker (black)	950	1,500.00	1 lot
23	reams	500	PAPER, bond, Multipurpose (A4), 80 gsm	100500	110,000.00	1 lot
24	pc	100	Pen, (Gel pen, .5 mm, black)	2900	3,000.00	1 lot
25	box	5	Rubber band, large-heavy duty (for documents)	950	975.00	1 lot
26	pcs	20	Sign Pen, (black) (precision wear-free needlepoint	1580	1,500.00	1 lot
27	pcs	20	Sign Pen, (blue) (precision wear-free needlepoint	1580	1,500.00	1 lot
28	packs	200	Specialty paper, A4 90 GSM (10 pcs per pack)	5600	5,400.00	1 lot
29	packs	200	Specialty paper, A4, 120 gsm (10 pcs per pack)	6000	6,000.00	1 lot
30	pads	20	Sticky note strips (5 pad /pack)	800	840.00	1 lot
31	rolls	5	TAPE, double sided tape (heavy duty, mounting	750	750.00	1 lot
32	rolls	5	DUCT TAPE, heavy duty, no residue (width 20 mm,	400	425.00	1 lot
33	pcs	10	All Purpose cleaner (at least 900 ml, includes	2500	3,200.00	1 lot
34	bot	20	Bleach (1000 ml, 99.9% antibac whitens remove	1200	1,360.00	1 lot
35	pack	30	Detergent powder (500 g, floral scent)	1635	1,650.00	1 lot
36	bottle	6	Disinfectant liquid/cleaning solution (at least 1	1170	1,170.00	1 lot
37	bot	20	Dishwashing liquid (780 ml)	4000	3,000.00	1 lot
38	pcs	2	Extension cord, heavy duty 3 meters (see attached	700	590.00	1 lot
39	pcs	3	Large magnifying glass w/ light, full page 5x	4500	3,300.00	1 lot
40	pcs	10	Fabric Conditioner (at least 800 ml per bottle) (with	1500	1,100.00	1 lot
41	pcs	10	FLAG (Philippine National Flag, standard size,	2900	3,180.00	1 lot
42	pcs	5	Multi-insect killer, 500 ml (water based)	2450	2,400.00	1 lot
43	bot	5	Moisturizing hand soap, anti-bacterial (baby's	800	625.00	1 lot
44	pcs	4	Portable rechargeable solar LED emergency lights	10000	8,000.00	1 lot
45	pcs	100	Storage box (preferably blue) (see attached pic)	10000	9,500.00	1 lot
46	pcs	25	Led bulb, tube 14/15 watts	7850	7,750.00	1 lot
47	pcs	10	Floor brush (long handle, stainless steel)	2500	2,500.00	1 lot
48	pcs	10	Toilet bowl brush bathroom cleaner (toilet bowl	1300	1,500.00	1 lot
49	bot	15	Toilet bowl cleaner (at least 700 ml, lemon scent,	2700	2,775.00	1 lot




Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ opened on December 26, 2024 at DepEd, Baguio City Division. .

ITEM	UNIT	QTY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIER	NAME OF SUPPLIER	NAME OF SUPPLIER
				ML CONSUMER GOODS TRADING	PANGHOI ENTERPRISES	UNIVERSAL CARE CONSUMER GOODS TRADING
50	roll	40	Trash bags (XXL, high quality plastic,) (10 pcs per	5000	3,800.00	1 lot
51	roll	10	Tash bags (L, high quality plastic,) (10 pcs per roll)	1150	480.00	1 lot
52	packs	150	Tissue paper, weight 180 g/roll x 10 rolls, 3 ply	48000	57,000.00	1 lot
			SUB TOTAL	235,255.00	70,870.00	
			TOTAL	320,340.00	333,810.00	348,000.00


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

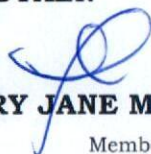
**BAC Members:**


  
**NIÑO M. TIBANGAY**  
BAC Vice-Chariperson

(on leave)

**ATTY. ANNETTE L. DOYAEN**  
Member

  
**NIEVES D. EBANIO**  
Member

  
**MARY JANE M. MALIHOD**  
Member

  
**HARRIS G. DIZON JR.**  
Member

(on leave)

**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.

(on leave)  
**CARMEL F. MERIS**  
BAC CHAIRPERSON