



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

NOTICE OF AWARD

JUNE 05, 2025

DANIEL S. CO
COKINS EVERYWEAR & GENERAL MERCHANDISE
109 Kayang Street, Baguio City

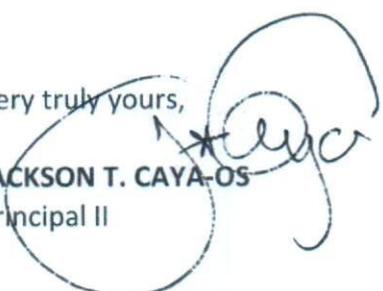
Dear Mr. Co:

We are pleased to notify you that your price quotation and proposal for the Procurement of common office supplies in the amount of PHILIPPINE PESO SEVENTY-SEVEN THOUSAND FOUR HUNDRED NINETY-SEVEN PESOS ONLY (P 77,497.00) 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,


JACKSON T. CAYA-OS
Principal II

CONFORME:


COKINS EVERYWEAR & GENERAL MERCHANDISE
(Signature Over Printed Name)

(Date)

PURCHASE ORDER

Supplier : COKINS EVERYWEAR & GENERAL	P.O. No. : 2025-05-026.1
Address : 109 Kayang Street, Baguio City	Date : JUNE 06, 2025
TIN :	Mode of Procurement : SVP/Shopping

Gentlemen:

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

Place of Delivery : <u>BAGUIO CENTRAL SCHOOL</u>	Delivery Term : <u>on the dates specified</u>
Date of Delivery : <u>ON OR BEFORE JUNE 23, 2025</u>	Payment Term : <u>charge to MOOE</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	Permanent marker, black, refillable	160	32.50	5,200.00
2	piece	Permanent marker, blue refillable	120	32.50	3,900.00
3	piece	Permanent marker, red, refillable	60	32.50	1,950.00
4	bottle	Ink refill for Permanent Marker, black	120	42.00	5,040.00
5	bottle	Ink refill for Permanent Marker, blue	24	42.00	1,008.00
6	bottle	Ink refill for Permanent Marker, red	12	42.00	504.00
7	piece	Whiteboard Marker, Black, Bullet tip, refillable	160	31.50	5,040.00
8	piece	Whiteboard Marker, Blue, Bullet tip, refillable	120	31.50	3,780.00
9	bottle	Ink Refill for White Board Marker, black	100	43.50	4,350.00
10	bottle	Ink Refill for White Board Marker, blue	100	43.50	4,350.00
11	ream	Multipurpose, A4, 70gsm	75	175.00	13,125.00
12	ream	Multipurpose, Long, 70gsm	150	195.00	29,250.00
					77,497.00

(Total Amount in Words) SEVENTY-SEVEN THOUSAND FOUR HUNDRED NINETY-SEVEN PESOS ONLY

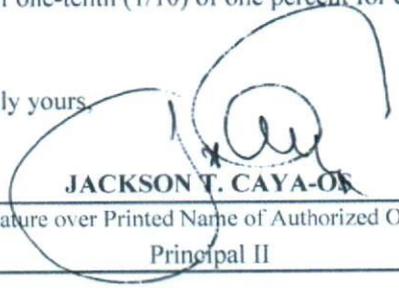
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,



Signature over Printed Name of Supplier



JACKSON T. CAYA-OR

Signature over Printed Name of Authorized Official
Principal II

Date

Fund Cluster : 01

Funds Available :


SHARON JOY C. GALERA
Bookkeeper

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____



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

NOTICE TO PROCEED

JUNE 09, 2025

DANIEL S. CO
COKINS EVERYWEAR & GENERAL MERCHANDISE
109 Kayang Street, Baguio City

Dear Mr. Co:

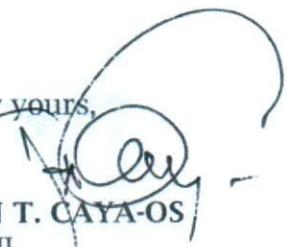
This refers to our award of contract to your company for the Procurement of common office supplies in the amount of PHILIPPINE PESO SEVENTY-SEVEN THOUSAND FOUR HUNDRED NINETY-SEVEN PESOS ONLY (P 77,497.00) inclusive of appropriate taxes and fees.

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,


JACKSON T. CAYA-OS
Principal II

CONFORME:

I acknowledge receipt of this Notice on _____

Name of the Representative of the Bidder: COKINS EVERYWEAR & GENERAL MERCHANDISE

Authorized Signature: Daniel S. Co

(Signature over printed name)



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

Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. _____ opened on

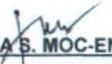
JUNE 03, 2025

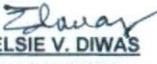
at **BAGUIO CENTRAL SCHOOL**

				Quotation No.: 2025-05-026		ABC:		106,775.00	
ITEM	UNITS	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIERS					
				COKINS EVERYWEAR & GENERAL MERCHANDISE	MJC OFFICE & SCHOOL SUPPLIES	MGF CONSUMER GOODS TRADING	EVAGOOD		
1	pack	25	Laminating Film, Long, 125mic	P13,500.00	P13,000.00	P13,000.00	P16,000.00		
2	piece	160	Permanent marker, black, refillable	P5,200.00	P5,760.00	P5,280.00	P5,600.00		
3	piece	120	Permanent marker, blue refillable	P3,900.00	P4,320.00	P3,960.00	P4,200.00		
4	piece	60	Permanent marker, red, refillable	P1,950.00	P2,160.00	P1,980.00	P2,100.00		
5	bottle	120	Ink refill for Permanent Marker, black	P5,040.00	P9,000.00	P5,160.00	P5,520.00		
6	bottle	24	Ink refill for Permanent Marker, blue	P1,008.00	P1,800.00	P1,032.00	P1,104.00		
7	bottle	12	Ink refill for Permanent Marker, red	P504.00	P900.00	P516.00	P552.00		
8	piece	160	Whiteboard Marker, Black, Bullet tip, refillable	P5,040.00	P8,960.00	P5,120.00	P9,600.00		
9	piece	120	Whiteboard Marker, Blue, Bullet tip, refillable	P3,780.00	P6,720.00	P3,840.00	P7,200.00		
10	bottle	100	Ink Refill for White Board Marker, black	P4,350.00	P15,600.00	P4,400.00	P10,000.00		
11	bottle	100	Ink Refill for White Board Marker, blue	P4,350.00	P15,600.00	P4,400.00	P10,000.00		
12	ream	75	Multipurpose, A4, 70gsm	P13,125.00	P13,125.00	P13,125.00	P13,500.00		
13	ream	150	Multipurpose, Long, 70gsm	P29,250.00	P29,550.00	P29,250.00	P30,000.00		
TOTAL				P 90,997.00	P 126,495.00	P 91,063.00	P 115,376.00		

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


SUSAN MATEO / STEPHANIE HIPOL
 NAME OF CANVASSER


JESSICA S. MOC-ENG
 BAC-VICE CHAIRPERSON


ELSIE V. DIWAS
 BAC MEMBER


SHIELA TACLOY
 BAC MEMBER


CHARLIE A. FEIR
 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.


CARINA G. WALSIYEN
 BAC Chairperson



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

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 05026, S. 2025

RECOMMENDING THE AWARD OF CONTRACT FOR SMALL VALUE PROCUREMENT OF GOODS AND SERVICES

WHEREAS, the Baguio Central School advertised the Invitation to Bid for the Procurement of common office supplies with Approved Budget for the Contract (ABC) of **ONE HUNDRED SIX THOUSAND SEVEN HUNDRED SEVENTY-FIVE PESOS ONLY (Php 106,775.00)** (Annex A);

WHEREAS, on **MAY 28, 2025**, BCS - Bids and Awards Committee (BAC) posted and 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;

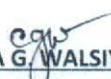
SUPPLIER / DISTRIBUTORS	BID AMOUNT	AMOUNT TO BE AWARDED
COKINS EVERYWEAR & GENERAL MERCHANDISE	90,997.00	77,497.00
MJC OFFICE & SCHOOL SUPPLIES	126,495.00	13,000.00 Location of the supplier is near/ within the area of procuring entity.
MGF CONSUMER GOODS TRADING	91,063.00	NONE
EVAGOOD	115,376.00	NONE

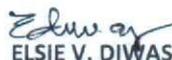
WHEREAS per evaluation, below are non-compliant with the specification set forth in the TOR:

AGENCIES	NON-COMPLIANCE
MGF CONSUMER GOODS TRADING	LOWEST BIDDER, THE DISTANCE FROM SUPPLIER'S LOCATION TO THE PROCURING ENTITY.
EVAGOOD	NOT THE LOWEST BIDDER

WHEREAS, upon the post - qualification of the Technical Working Group (TWG) for office supplies, **COKINS EVERYWEAR & GENERAL MERCHANDISE** and **MJC OFFICE & SCHOOL SUPPLIES** as the winning bidder who was found to have complied with and responsive to all requirements and conditions in the bidding documents;

NOW, THEREFORE, We the members of the Bids and Awards Committee, hereby **RESOLVE** as it hereby **FINALLY RESOLVED** to declare, **COKINS EVERYWEAR & GENERAL MERCHANDISE** as the bidder with responsive bid in the total amount of **SEVENTY-SEVEN THOUSAND FOUR HUNDRED NINETY-SEVEN PESOS ONLY (Php 77,497.00)** and **MJC OFFICE & SCHOOL SUPPLIES** as the bidder with responsive bid in the total amount of **THIRTEEN THOUSAND PESOS ONLY (Php 13,000.00)** through the small value procurement process and to recommend to the School Head of Baguio Central School the award of contract at its respective price.


CARINA G. WALSIYEN
 BAC Chairperson

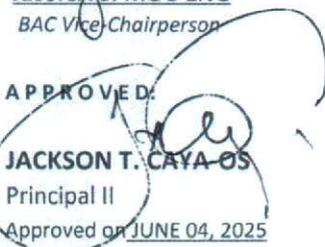

ELSIE V. DIVAS
 BAC Member


SHIELA DASLOY
 BAC Member


CHARLIE A. FEIR
 BAC Member


JESSICA S. MOC-ENG
 BAC Vice-Chairperson

APPROVED:


JACKSON T. CAYA-OS
 Principal II

Approved on JUNE 04, 2025