



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 JULY 10, 2025 at **BAGUIO CENTRAL SCHOOL.**

ITEM	UNITS	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIERS		ABC:
				Quotation No.: 2025-07-034		
				XWORKS SALES & SERVICES INC.		61,200.00
1	piece	5	DocuCentre S2110 Retard Pad	₱9,000.00	MICROMEDIA TECHNOLOGIES	THE STABLE EDUCATIONAL SUPPLY
2	piece	5	DocuCentre S2110 Feed Roller	₱9,000.00		₱10,000.00
3	piece	12	DocuCentre S2110 Toner Cartridge	₱43,200.00		₱10,000.00
TOTAL				₱ 61,200.00	₱ 68,000.00	₱ 68,000.00

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 C. Mateo
SUSAN C. MATEO
 NAME OF CANVASSER

Jessica S. Moc-Eng
JESSICA S. MOC-ENG
 BAC-VICE CHAIRPERSON

Elsie V. Diwas
ELSIE V. DIWAS
 BAC MEMBER

Shie D. Tacloy
SHIE D. TACLOY
 BAC MEMBER

Joycel L. Lunag
JOYCEL L. LUNAG
 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
CARINA G. WALSIYEN
 BAC Chairperson



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BAGUIO CENTRAL SCHOOL

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 07034, 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 DocuCentre S2110 consumables with Approved Budget for the Contract (ABC) of **SIXTY-ONE THOUSAND TWO HUNDRED PESOS ONLY (Php 61,200.00)** (Annex A);

WHEREAS, on **JULY 03, 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
XWORKS SALES & SERVICES INC.	61,200.00
MICROMEDIA TECHNOLOGIES	68,000.00
THE STABLE EDUCATIONAL SUPPLY	68,000.00

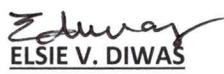
WHEREAS per evaluation, below are non-compliant with the specification set forth in the TOR:

AGENCIES	NON-COMPLIANCE
MICROMEDIA TECHNOLOGIES	NOT THE LOWEST BIDDER
THE STABLE EDUCATIONAL SUPPLY	NOT THE LOWEST BIDDER

WHEREAS, upon the post - qualification of the Technical Working Group (TWG) for other office supplies, **XWORKS SALES & SERVICES INC.** 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, **XWORKS SALES & SERVICES INC.** as the bidder with responsive bid in the total amount of **SIXTY-ONE THOUSAND TWO HUNDRED PESOS ONLY (Php 61,200.00)** 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. DIWAS
BAC Member


SHIELA TACLOY
BAC Member


JOYCE L. LUNAG
BAC Member


JESSICA S. MOC-ENG
BAC Vice-Chairperson

APPROVED:

JACKSON T. CAYA-OS
Principal II
Approved on JULY 11, 2025



Republic of the Philippines
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SCHOOLS DIVISION OF BAGUIO CITY
BAGUIO CENTRAL SCHOOL

NOTICE OF AWARD

JULY 14, 2025

WORLY JIMENEZ

XWORKS SALES & SERVICES INC.

602 National Life Bldg., Session Road, Baguio City

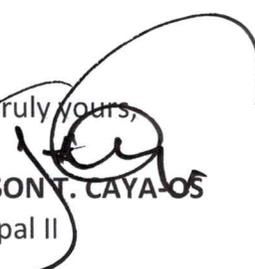
Dear Mr. Jimenez:

We are pleased to notify you that your price quotation and proposal for the Procurement of DocuCentre S2110 consumables in the amount of PHILIPPINE PESO SIXTY-ONE THOUSAND TWO HUNDRED PESOS ONLY (P 61,200.00) inclusive of appropriate taxes and fees, has been accepted.

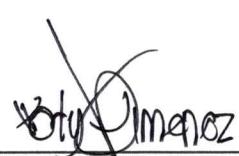
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


JACKSON T. CAYA-OS
Principal II

CONFORME:



(Signature Over Printed Name)
7/14/25

(Date)

PURCHASE ORDER

Supplier : XWORKS SALES & SERVICES INC.	P.O. No. : 2025-07-034
Address : 602 National Life Bldg., Session Road, Baguio City	Date : JULY 16, 2025
TIN :	Mode of Procurement : SVP/Shopping

Gentlemen:

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

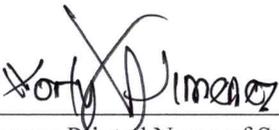
Place of Delivery : <u>BAGUIO CENTRAL SCHOOL</u>	Delivery Term : on the dates specified
Date of Delivery : <u>ON OR BEFORE JUNE 30, 2025</u>	Payment Term : charge to MOOE

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	DocuCentre S2110 Retard Pad	5	1,800.00	9,000.00
2	piece	DocuCentre S2110 Feed Roller	5	1,800.00	9,000.00
3	piece	DocuCentre S2110 Toner Cartridge	12	3,600.00	43,200.00
					61,200.00

(Total Amount in Words) SIXTY-ONE THOUSAND TWO 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.

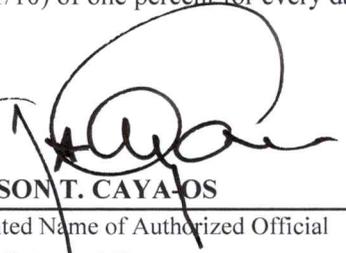
Conforme:



 Signature over Printed Name of Supplier
7/16/25

 Date

Very truly yours,



JACKSON T. CAYA-OS
 Signature over Printed Name of Authorized Official
 Principal II

Fund Cluster : 01
Funds Available :

SHARON JOY C. GALERA
Bookkeeper

ORS/BURS No. : 02-101101-2025- .
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

JULY 17, 2025

WORLY JIMENEZ
XWORKS SALES & SERVICES INC.
602 National Life Bldg., Session Road, Baguio City

Dear Mr. Jimenez:

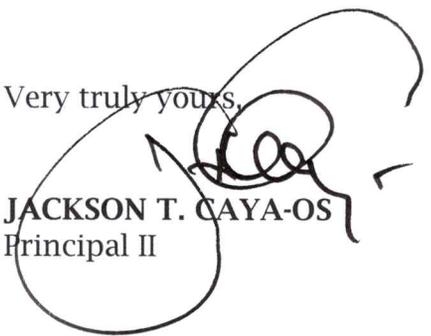
This refers to our award of contract to your company for the Procurement of DocuCentre S2110 consumables in the amount of PHILIPPINE PESO SIXTY-ONE THOUSAND TWO HUNDRED PESOS ONLY (P 61,200.00) inclusive of appropriate taxes and fees.

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 July 17, 2025

Name of the Representative of the Bidder: Worly Jimenez

Authorized Signature: _____

(Signature over printed name)