



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**Schools Division of Baguio City**  
**DOÑA AURORA NATIONAL HIGH SCHOOL**  
Upper Malvar St., Aurora Hill Proper, Baguio City

## NOTICE TO PROCEED

August 26, 2025

### **AG'S COPY CENTER**

#47 Lower Bonifacio Street, Baguio City

Sir /Ma'am:

This refers to our award of contract to your price quotation and for procurement of  
REPRODUCTION OF LEARNING MATERIALS

In the amount of One Hundred Twenty Four Thousand Five Hundred Two Pesos only **₱124,502.00** only  
inclusive of appropriate taxes and fees, has been accepted.

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 all copies in the  
space provided below. Keep one copy and return the others to to this office at the soonest.

Thank you.

Very truly yours,

**RIONA B. COPILING**

*School Head*

**CONFORME:**

*Annand Collazo*

\_\_\_\_\_  
Signature over Printed Name

Date:



Department of Education  
Cordillera Administrative Region  
SCHOOLS DIVISION OF BAGUIO CITY  
**DOÑA AURORA NATIONAL HIGH SCHOOL**  
Upper Malvar St., Aurora Hill Proper, Baguio City



### PURCHASE ORDER

Supplier : <b>AG'S COPY CENTER</b>	P.O. No. : <u>2025-08-032</u>
Address : <u>#47 Lower Bonifacio Street, Baguio City</u>	Date : <u>August 23, 2025</u>
TIN : <u>928-866-399-000</u>	Mode of Procurement : <u>Small Value Procurement</u>

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

Place of Delivery : <u>Doña Aurora National High School</u>	Delivery Term : <u>Delivery</u>
Date of Delivery : <u>within 7 days upon receipt of NTP</u>	Payment Term : <u>Check</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	sheets/pages	Reproduction of Learning Materials (see attached list)	249,004	0.50	₱ 124,502.00
<b>TOTAL</b>					<b>₱124,502.00</b>

**(Total Amount in Words)** *One Hundred Twenty Four Thousand Five Hundred Two 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*  
 \_\_\_\_\_  
 Date

Very truly yours,  
  
**RIONA B. COPILING**  
 Signature over Printed Name of Authorized Official  
 School Principal I  
 Designation

Fund Cluster : _____	ORS/BURS No. : _____
Funds Available : _____	Date of the ORS/BURS: _____
 <b>CHERISH R. POSADAS</b> <i>School Bookkeeper</i>	Amount : <b>₱124,502.00</b>

**LIST OF LEARNING MATERIALS FOR REPRODUCTION**

	<b>SUBJECT AREA</b>	<b>NO. PAGES</b>	<b>NO. OF COPIES</b>	<b>PRICE</b>	<b>TOTAL</b>
<b>Grade 9 - Quarter 2</b>					
	Aral Pan WS - Lesson 1 Week 1	15	120	0.5	₱ 900.00
	Aral Pan WS - Lesson 2 Week 2	14	120	0.5	₱ 840.00
	Aral Pan WS - Lesson 3 Week 3	15	120	0.5	₱ 900.00
	Aral Pan WS - Lesson 4 Week 4	13	120	0.5	₱ 780.00
	Aral Pan WS - Lesson 5 Week 5	12	120	0.5	₱ 720.00
	Aral Pan WS - Lesson 6 Week 6	13	120	0.5	₱ 780.00
	Aral Pan WS - Lesson 7 Week 7	15	120	0.5	₱ 900.00
	Aral Pan WS - Lesson 8 Week 8	15	120	0.5	₱ 900.00
	English 9 WS - Lesson 1 Week 1	6	120	0.5	₱ 360.00
	English 9 WS - Lesson 2 Week 2	11	120	0.5	₱ 660.00
	English 9 WS - Lesson 3 Week 3	14	120	0.5	₱ 840.00
	English 9 WS - Lesson 4 Week 4	11	120	0.5	₱ 660.00
	English9WS - Lesson 5 Week 5	10	120	0.5	₱ 600.00
	English 9 WS - Lesson 6 Week 6	16	120	0.5	₱ 960.00
	English 9 WS - Lesson 7 Week 7	5	120	0.5	₱ 300.00
	English 9 WS - Lesson 8 Week 8	6	120	0.5	₱ 360.00
	Filipino 9 WS-Lesson 1 Week 1	12	120	0.5	₱ 720.00
	Filipino 9 WS-Lesson 2 Week 2	14	120	0.5	₱ 840.00
	Filipino 9 WS-Lesson 3 Week 3	7	120	0.5	₱ 420.00
	Filipino 9 WS-Lesson 4 Week 4	8	120	0.5	₱ 480.00
	Filipino 9 WS-Lesson 5 Week 5	10	120	0.5	₱ 600.00
	Filipino 9 WS-Lesson 6 Week 6	7	120	0.5	₱ 420.00
	Filipino 9 WS-Lesson 7 Week 7	9	120	0.5	₱ 540.00
	Filipino 9 WS-Lesson 1 Week 8	6	120	0.5	₱ 360.00
	Music & Arts WS-Lesson 1 Week 1-3	4	120	0.5	₱ 240.00
	Music & Arts WS-Lesson 2 Week 4-5	5	120	0.5	₱ 300.00
	Music & Arts WS-Lesson 3 Week 6-7	4	120	0.5	₱ 240.00
	Music & Arts WS-Lesson 4 Week 8	4	120	0.5	₱ 240.00
	PE and Health WS-Lesson 1 Week 1-2	6	120	0.5	₱ 360.00
	PE and Health WS-Lesson 2 Week 3-4	5	120	0.5	₱ 300.00
	PE and Health WS-Lesson 3 Week 5-6	5	120	0.5	₱ 300.00
	PE and Health WS-Lesson 4 Week 7-8	5	120	0.5	₱ 300.00
	Math 9 WS- Lesson 1 Week 1	11	120	0.5	₱ 660.00
	Math 9 WS- Lesson 2 Week 2	12	120	0.5	₱ 720.00
	Math 9 WS- Lesson 3 Week 3	8	120	0.5	₱ 480.00
	Math 9 WS- Lesson 4 Week 4	8	120	0.5	₱ 480.00
	Math 9 WS- Lesson 5 Week 5	6	120	0.5	₱ 360.00
	Math 9 WS- Lesson 6 Week 6	5	120	0.5	₱ 300.00
	Math 9 WS- Lesson 7 Week 7	8	120	0.5	₱ 480.00
	Math 9 WS- Lesson 8 Week 8	5	120	0.5	₱ 300.00
	Science 9 WS- Lesson 1 Week 1	11	120	0.5	₱ 660.00
	Science 9 WS- Lesson 2 Week 2	14	120	0.5	₱ 840.00
	Science 9 WS- Lesson 3 Week 3	6	120	0.5	₱ 360.00
	Science 9 WS- Lesson 4 Week 4	12	120	0.5	₱ 720.00
	Science10 WS- Lesson 5 Week 5	9	120	0.5	₱ 540.00
	Science 9 WS- Lesson 6 Week 6	9	120	0.5	₱ 540.00

	SUBJECT AREA	NO. PAGES	NO. OF COPIES	PRICE	TOTAL
	Science WS- Lesson 7 Week 7	6	120	0.5	₱ 360.00
	Science WS- Lesson 8 Week 8	9	120	0.5	₱ 540.00
	Values Ed WS- Lesson 1 Week 1	8	120	0.5	₱ 480.00
	Values Ed WS- Lesson 2 Week 2	14	120	0.5	₱ 840.00
	Values Ed WS- Lesson 3 Week 3	8	120	0.5	₱ 480.00
	Values Ed WS- Lesson 4 Week 4	8	120	0.5	₱ 480.00
	Values Ed WS- Lesson 5 Week 5	8	120	0.5	₱ 480.00
	Values Ed WS- Lesson 6 Week 6	11	120	0.5	₱ 660.00
	Values Ed WS- Lesson 7 Week 7	12	120	0.5	₱ 720.00
	Values Ed WS- Lesson 8 Week 8	8	120	0.5	₱ 480.00
<b>Grade 9- Quarter 3</b>					₱ -
	Aral Pan WS - Lesson 1 Week 1	10	120	0.5	₱ 600.00
	Aral Pan WS - Lesson 2 Week 2	12	120	0.5	₱ 720.00
	Aral Pan WS - Lesson 3 Week 3	9	120	0.5	₱ 540.00
	Aral Pan WS - Lesson 4 Week 4	10	120	0.5	₱ 600.00
	Aral Pan WS - Lesson 5 Week 5	8	120	0.5	₱ 480.00
	Aral Pan WS - Lesson 6 Week 6	11	120	0.5	₱ 660.00
	Aral Pan WS - Lesson 7 Week 7	9	120	0.5	₱ 540.00
	Aral Pan WS - Lesson 8 Week 8	9	120	0.5	₱ 540.00
	English 9 WS - Lesson 1 Week 1	15	120	0.5	₱ 900.00
	English 9 WS - Lesson 2 Week 2	12	120	0.5	₱ 720.00
	English 9 WS - Lesson 3 Week 3	20	120	0.5	₱ 1,200.00
	English 9 WS - Lesson 4 Week 4	4	120	0.5	₱ 240.00
	English 9 WS - Lesson 5 Week 5	5	120	0.5	₱ 300.00
	English 9 WS - Lesson 6 Week 6	5	120	0.5	₱ 300.00
	English 9 WS - Lesson 7 Week 7	5	120	0.5	₱ 300.00
	English 9 WS - Lesson 8 Week 8	7	120	0.5	₱ 420.00
	Filipino 9 WS-Lesson 1 Week 1	4	120	0.5	₱ 240.00
	Filipino 9 WS-Lesson 2 Week 2	5	120	0.5	₱ 300.00
	Filipino 9 WS-Lesson 3 Week 3	6	120	0.5	₱ 360.00
	Filipino 9 WS-Lesson 4 Week 4	3	120	0.5	₱ 180.00
	Filipino 9 WS-Lesson 5 Week 5	5	120	0.5	₱ 300.00
	Filipino 9 WS-Lesson 6 Week 6	5	120	0.5	₱ 300.00
	Filipino 9 WS-Lesson 7 Week 7	5	120	0.5	₱ 300.00
	Filipino 9 WS-Lesson 1 Week 8	4	120	0.5	₱ 240.00
	Music & Arts WS-Lesson 1 Week 1-3	3	120	0.5	₱ 180.00
	Music & Arts WS-Lesson 2 Week 4-5	3	120	0.5	₱ 180.00
	Music & Arts WS-Lesson 3 Week 6	3	120	0.5	₱ 180.00
	Music & Arts WS-Lesson 4 Week 7-8	3	120	0.5	₱ 180.00
	PE and Health WS-Lesson 1 Week 1-2	6	120	0.5	₱ 360.00
	PE and Health WS-Lesson 2 Week 3-4	5	120	0.5	₱ 300.00
	PE and Health WS-Lesson 3 Week 5-6	4	120	0.5	₱ 240.00
	PE and Health WS-Lesson 4 Week 7-8	7	120	0.5	₱ 420.00
	Math 9 WS- Lesson 1 Week 1	11	120	0.5	₱ 660.00
	Math 9 WS- Lesson 2 Week 2	7	120	0.5	₱ 420.00
	Math 9 WS- Lesson 3 Week 3	12	120	0.5	₱ 720.00
	Math 9 WS- Lesson 4 Week 4	5	120	0.5	₱ 300.00
	Math 9 WS- Lesson 5 Week 5	4	120	0.5	₱ 240.00
	Math 9 WS- Lesson 6 Week 6	5	120	0.5	₱ 300.00
	Math 9 WS- Lesson 7 Week 7	11	120	0.5	₱ 660.00
	Math 9 WS- Lesson 8 Week 8	8	120	0.5	₱ 480.00

	SUBJECT AREA	NO. PAGES	NO. OF COPIES	PRICE	TOTAL
	Science 9 WS- Lesson 1 Week 1	25	120	0.5	₱ 1,500.00
	Science 9 WS- Lesson 2 Week 2	29	120	0.5	₱ 1,740.00
	Science 9 WS- Lesson 3 Week 3	17	120	0.5	₱ 1,020.00
	Science 9 WS- Lesson 4 Week 4	12	120	0.5	₱ 720.00
	Science10 WS- Lesson 5 Week 5	7	120	0.5	₱ 420.00
	Science 9 WS- Lesson 6 Week 6	5	120	0.5	₱ 300.00
	Science WS- Lesson 7 Week 7	5	120	0.5	₱ 300.00
	Science WS- Lesson 8 Week 8	4	120	0.5	₱ 240.00
	Values Ed WS- Lesson 2 Week 1	19	120	0.5	₱ 1,140.00
	Values Ed WS- Lesson 2 Week 2	18	120	0.5	₱ 1,080.00
	Values Ed WS- Lesson 3 Week 3	18	120	0.5	₱ 1,080.00
	Values Ed WS- Lesson 4 Week 4	8	120	0.5	₱ 480.00
	Values Ed WS- Lesson 5 Week 5	8	120	0.5	₱ 480.00
	Values Ed WS- Lesson 5 Week 6	18	120	0.5	₱ 1,080.00
	Values Ed WS- Lesson 7 Week 7	8	120	0.5	₱ 480.00
	Values Ed WS- Lesson 8 Week 8	17	120	0.5	₱ 1,020.00
<b>Grade 10 - Quarter 2</b>					₱ -
	Aral Pan WS - Lesson 1 Week 1	10	130	0.5	₱ 650.00
	Aral Pan WS - Lesson 2 Week 2	12	130	0.5	₱ 780.00
	Aral Pan WS - Lesson 3 Week 3	11	130	0.5	₱ 715.00
	Aral Pan WS - Lesson 4 Week 4	11	130	0.5	₱ 715.00
	Aral Pan WS - Lesson 5 Week 5	12	130	0.5	₱ 780.00
	Aral Pan WS - Lesson 6 Week 6	11	130	0.5	₱ 715.00
	Aral Pan WS - Lesson 7 Week 7	12	130	0.5	₱ 780.00
	Aral Pan WS - Lesson 8 Week 8	13	130	0.5	₱ 845.00
	English 10 WS - Lesson 1 Week 1	9	130	0.5	₱ 585.00
	English 10 WS - Lesson 2 Week 2	9	130	0.5	₱ 585.00
	English 10 WS - Lesson 3 Week 3	6	130	0.5	₱ 390.00
	English 10 WS - Lesson 4 Week 4	4	130	0.5	₱ 260.00
	English 10 WS - Lesson 5 Week 5	8	130	0.5	₱ 520.00
	English 10 WS - Lesson 6 Week 6	8	130	0.5	₱ 520.00
	English 10 WS - Lesson 7 Week 7	4	130	0.5	₱ 260.00
	English 10 WS - Lesson 8 Week 8	8	130	0.5	₱ 520.00
	Filipino 10 WS-Lesson 1 Week 1	3	130	0.5	₱ 195.00
	Filipino 10 WS-Lesson 2 Week 2	3	130	0.5	₱ 195.00
	Filipino 10 WS-Lesson 3 Week 3	3	130	0.5	₱ 195.00
	Filipino 10 WS-Lesson 4 Week 4	3	130	0.5	₱ 195.00
	Filipino 10 WS-Lesson 5 Week 5	3	130	0.5	₱ 195.00
	Filipino 10 WS-Lesson 6 Week 6	3	130	0.5	₱ 195.00
	Filipino 10 WS-Lesson 7 Week 7	3	130	0.5	₱ 195.00
	Filipino 10 WS-Lesson 1 Week 8	3	130	0.5	₱ 195.00
	Music & Arts WS-Lesson 1 Week 1	14	130	0.5	₱ 910.00
	Music & Arts WS-Lesson 2 Week 2	10	130	0.5	₱ 650.00
	Music & Arts WS-Lesson 3 Week 3	6	130	0.5	₱ 390.00
	Music & Arts WS-Lesson 4 Week 4	5	130	0.5	₱ 325.00
	PE and Health WS-Lesson 1 Week 1	9	130	0.5	₱ 585.00
	PE and Health WS-Lesson 2 Week 2	10	130	0.5	₱ 650.00
	PE and Health WS-Lesson 3 Week 3	3	130	0.5	₱ 195.00
	PE and Health WS-Lesson 4 Week 4	5	130	0.5	₱ 325.00
	Math 10 WS- Lesson 1 Week 1	6	130	0.5	₱ 390.00
	Math 10 WS- Lesson 2 Week 2	4	130	0.5	₱ 260.00

	SUBJECT AREA	NO. PAGES	NO. OF COPIES	PRICE	TOTAL
	Math 10 WS- Lesson 3 Week 3	9	130	0.5	₱ 585.00
	Math 10 WS- Lesson 4 Week 4	8	130	0.5	₱ 520.00
	Math 10 WS- Lesson 5 Week 5	10	130	0.5	₱ 650.00
	Math 10 WS- Lesson 6 Week 6	5	130	0.5	₱ 325.00
	Math 10 WS- Lesson 7 Week 7	9	130	0.5	₱ 585.00
	Math 10 WS- Lesson 8 Week 8	4	130	0.5	₱ 260.00
	Science 10 WS- Lesson 1 Week 1	12	130	0.5	₱ 780.00
	Science 10 WS- Lesson 2 Week 2	16	130	0.5	₱ 1,040.00
	Science 10 WS- Lesson 3 Week 3	18	130	0.5	₱ 1,170.00
	Science 10 WS- Lesson 4 Week 4	15	130	0.5	₱ 975.00
	Science10 WS- Lesson 5 Week 5	8	130	0.5	₱ 520.00
	Science 10 WS- Lesson 6 Week 6	16	130	0.5	₱ 1,040.00
	Science WS- Lesson 7 Week 7	6	130	0.5	₱ 390.00
	Science WS- Lesson 8 Week 8	7	130	0.5	₱ 455.00
	Values Ed WS- Lesson 1 Week 1	11	130	0.5	₱ 715.00
	Values Ed WS- Lesson 2 Week 2	12	130	0.5	₱ 780.00
	Values Ed WS- Lesson 3 Week 3	13	130	0.5	₱ 845.00
	Values Ed WS- Lesson 4 Week 4	10	130	0.5	₱ 650.00
	Values Ed WS- Lesson 5 Week 5	13	130	0.5	₱ 845.00
	Values Ed WS- Lesson 6 Week 6	11	130	0.5	₱ 715.00
	Values Ed WS- Lesson 7 Week 7	15	130	0.5	₱ 975.00
	Values Ed WS- Lesson 8 Week 8	11	130	0.5	₱ 715.00
	<b>Grade 10 - Quarter 3</b>				₱ -
	Aral Pan WS - Lesson 1 Week 1	8	130	0.5	₱ 520.00
	Aral Pan WS - Lesson 2 Week 2	6	130	0.5	₱ 390.00
	Aral Pan WS - Lesson 3 Week 3	6	130	0.5	₱ 390.00
	Aral Pan WS - Lesson 4 Week 4	6	130	0.5	₱ 390.00
	Aral Pan WS - Lesson 5 Week 5	7	130	0.5	₱ 455.00
	Aral Pan WS - Lesson 6 Week 6	7	130	0.5	₱ 455.00
	Aral Pan WS - Lesson 7 Week 7	4	130	0.5	₱ 260.00
	Aral Pan WS - Lesson 8 Week 8	6	130	0.5	₱ 390.00
	English 10 WS - Lesson 1 Week 1	11	130	0.5	₱ 715.00
	English 10 WS - Lesson 2 Week 2	9	130	0.5	₱ 585.00
	English 10 WS - Lesson 3 Week 3	6	130	0.5	₱ 390.00
	English 10 WS - Lesson 4 Week 4	8	130	0.5	₱ 520.00
	English 10 WS - Lesson 5 Week 5	20	130	0.5	₱ 1,300.00
	English 10 WS - Lesson 6 Week 6	15	130	0.5	₱ 975.00
	English 10 WS - Lesson 7 Week 7	21	130	0.5	₱ 1,365.00
	English 10 WS - Lesson 8 Week 8	18	130	0.5	₱ 1,170.00
	Filipino 10 WS-Lesson 1 Week 1	5	130	0.5	₱ 325.00
	Filipino 10 WS-Lesson 2 Week 2	4	130	0.5	₱ 260.00
	Filipino 10 WS-Lesson 3 Week 3	7	130	0.5	₱ 455.00
	Filipino 10 WS-Lesson 4 Week 4	6	130	0.5	₱ 390.00
	Filipino 10 WS-Lesson 5 Week 5	5	130	0.5	₱ 325.00
	Filipino 10 WS-Lesson 6 Week 6	7	130	0.5	₱ 455.00
	Filipino 10 WS-Lesson 7 Week 7	4	130	0.5	₱ 260.00
	Filipino 10 WS-Lesson 1 Week 8	5	130	0.5	₱ 325.00
	Music & Arts WS-Lesson 1 Week 1	4	130	0.5	₱ 260.00
	Music & Arts WS-Lesson 2 Week 2	5	130	0.5	₱ 325.00
	Music & Arts WS-Lesson 3 Week 3	6	130	0.5	₱ 390.00
	Music & Arts WS-Lesson 4 Week 4	7	130	0.5	₱ 455.00

	SUBJECT AREA	NO. PAGES	NO. OF COPIES	PRICE	TOTAL
	PE and Health WS-Lesson 1 Week 1	11	130	0.5	₱ 715.00
	PE and Health WS-Lesson 2 Week 2	6	130	0.5	₱ 390.00
	PE and Health WS-Lesson 3 Week 3	3	130	0.5	₱ 195.00
	PE and Health WS-Lesson 4 Week 4	3	130	0.5	₱ 195.00
	Math 10 WS- Lesson 1 Week 1	7	130	0.5	₱ 455.00
	Math 10 WS- Lesson 2 Week 2	3	130	0.5	₱ 195.00
	Math 10 WS- Lesson 3 Week 3	5	130	0.5	₱ 325.00
	Math 10 WS- Lesson 4 Week 4	5	130	0.5	₱ 325.00
	Math 10 WS- Lesson 5 Week 5	4	130	0.5	₱ 260.00
	Math 10 WS- Lesson 6 Week 6	4	130	0.5	₱ 260.00
	Math 10 WS- Lesson 7 Week 7	5	130	0.5	₱ 325.00
	Math 10 WS- Lesson 8 Week 8	5	130	0.5	₱ 325.00
	Science 10 WS- Lesson 1 Week 1	17	130	0.5	₱ 1,105.00
	Science 10 WS- Lesson 2 Week 2	20	130	0.5	₱ 1,300.00
	Science 10 WS- Lesson 3 Week 3	3	130	0.5	₱ 195.00
	Science 10 WS- Lesson 4 Week 4	3	130	0.5	₱ 195.00
	Science 10 WS- Lesson 5 Week 5	19	130	0.5	₱ 1,235.00
	Science 10 WS- Lesson 6 Week 6	27	130	0.5	₱ 1,755.00
	Science WS- Lesson 7 Week 7	4	130	0.5	₱ 260.00
	Science WS- Lesson 8 Week 8	17	130	0.5	₱ 1,105.00
	Values Ed WS- Lesson 1 Week 1	13	130	0.5	₱ 845.00
	Values Ed WS- Lesson 2 Week 2	17	130	0.5	₱ 1,105.00
	Values Ed WS- Lesson 3 Week 3	12	130	0.5	₱ 780.00
	Values Ed WS- Lesson 4 Week 4	10	130	0.5	₱ 650.00
	Values Ed WS- Lesson 5 Week 5	13	130	0.5	₱ 845.00
	Values Ed WS- Lesson 6 Week 6	15	130	0.5	₱ 975.00
	Values Ed WS- Lesson 7 Week 7	10	130	0.5	₱ 650.00
	Values Ed WS- Lesson 8 Week 8	10	77	0.5	₱ 385.00
<b>Grade 9 Quarter 4</b>					
	English LE Lesson 2 Week 2	4	1	0.5	₱ 2.00
	<b>Total No. of Pages:</b>		<b>249,004</b>	<b>OVERALL TOTAL:</b>	<b>₱ 124,502.00</b>



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
Schools Division of Baguio City  
**DOÑA AURORA NATIONAL HIGH SCHOOL**  
Upper Malvar St., Aurora Hill Proper, Baguio City

## NOTICE TO AWARD

August 22, 2025

### **AG'S COPY CENTER**

#47 Lower Bonifacio Street, Baguio City

Sir /Ma'am:

This refers to our award of contract to your price quotation and for the procurement of  
Reproduction of Learning Materials

In the amount of One Hundred Twenty Four Thousand Five Hundred Two Pesos only **₱124,502.00** , only  
inclusive of appropriate taxes and fees, has been accepted.

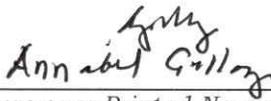
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this  
notice by signing at the portion provided below. Keep a copy and return the original copy to this office  
at the soonest.

Thank you.

Very truly yours,

  
**RIONA B. COPILING**  
School Head

Conforme:

  
\_\_\_\_\_  
*Signature over Printed Name*  
**AG'S COPY CENTER**

Date: August 22, 2025



Schools Division of Baguio City  
**DOÑA AURORA NATIONAL HIGH SCHOOL**  
Upper Malvar St., Aurora Hill Proper, Baguio City

**BIDS AND AWARDS COMMITTEE**

RESOLUTION NO. 31 s. 2025

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT - SMALL VALUE PROCUREMENT TO AG'S COPY CENTER, FOR THE PROCUREMENT OF REPRODUCTION OF LEARNING MATERIALS**

**WHEREAS**, the Department of Education prepared the Purchase Request (PR) for the procurement of REPRODUCTION OF LEARNING MATERIALS.

**WHEREAS**, August 14, 2025, the DANHS – 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	Amount of Quotation
AG's Copy Center	₱124,502.00
DKLR ENTERPRISE	₱186,753.00
A-LISTER PRINTING SERVICES	₱186,753.00

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

Supplier/ Distributors	Non-Compliance
DKLR ENTERPRISE	above ABC, No ITR&Omnibus
A-LISTER PRINTING SERVICES	above ABC, No ITR&Omnibus

**WHEREAS**, the proposal of AG'S COPY CENTER, is found to be the most compliant with the Purchase Request and its price quotation amounting to One Hundred Twenty Four Thousand Five Hundred Two Pesos only (₱124,502.00), 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 AG'S COPY CENTER, for the procurement of REPRODUCTION OF LEARNING MATERIALS, in the amount of One Hundred Twenty Four Thousand Five Hundred Two Pesos only (₱124,502.00) inclusive of appropriate taxes and fees.

RESOLVED, this August 22, 2025 Doña Aurora National High School, Aurora Hill, Baguio City.

**REYNALDO W. SALINGBAY**

BAC Vice Chairperson

**NANCY C. MONTOY**

BAC Member

**ANALYN D. LUNA**

BAC Member

**REBECCA T. ASUNCION**

BAC Member

**LEONOR B. LUMA-ANG**  
BAC Chairperson

APPROVED:

**RIONA E. COPILING**  
School Head

Approved on: August 22, 2025

**Abstract of Bids** or Quotations under CIRCULAR PROPOSAL NO. opened on  
at DOÑA AURORA NATIONAL HIGH SCHOOL.

August 22, 2025

ITEM NO.	QTY.	UNIT	ARTICLES AND DESCRIPTION	AG's Copy Center	DKLR ENTERPRISE	A-LISTER PRINTING SERVICES
				<b>Total Cost</b>	<b>Total Cost</b>	<b>Total Cost</b>
1	249004	sheets	Reproduction of Learning Materials	₱124,502.00	₱186,753.00	₱186,753.00
			<b>TOTAL</b>	<b>₱124,502.00</b>	<b>₱186,753.00</b>	<b>₱186,753.00</b>

We hereby certify that the bids of quotation received were open at the date and hour indicated and the prices offered are stated above.

  
**REYNALDO W. SALINGBAY**  
BAC VICE CHAIRPERSON

  
**NANCY C. MONTOY**  
BAC MEMBER

  
**ANALYN D. LUNA**  
BAC MEMBER

  
**LORENA A. SANCHEZ**  
Name of Canvasser

  
**REBECCA T. ASUNCION**  
BAC Member

Award is hereby given to the bidders for items checked in red ink. Price quoted being the lowest and the most advantageous to the government.

  
**LEONOR B. LUMA-ANG**  
BAC CHAIRPERSON