



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

NOTICE TO PROCEED

June 25, 2025

ALICIA D. REFE

Alicia Refe Catering Services

Dear Ms. Refe:

This refers to our award of contract to your company for the **Procurement of catering services for program implementation review cum capacity building for school DRRM coordinators on July 17 & 18, 2025** in the amount of PHILIPPINE PESOS **Fifty Eight Thousand Four Hundred Pesos Only (₱58,400.00)** 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.

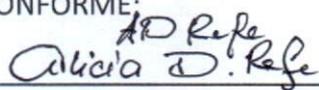
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,


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

CONFORME:


Alicia D. Refe
(Signature Over Printed Name)

June 26, 2025
(Date)

06/25/2025
pjn

PURCHASE ORDER

DepEd, Division of Baguio

Supplier ALICIA REFE CATERING SERVICES Address 93 Upper Engineers Hill, Baguio City TIN: 171-581-983-000	P.O. No. 2025-06-146 Date : June 24, 2025 Mode of Procurement: Small Value Procurement -
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Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : DepEd, Division Office Baguio Date of Delivery : July 17 & 18, 2025	Delivery Term : day of activity Payment Term : after delivery
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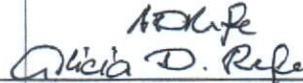
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	MEALS AND SNACKS - July 17, 2025	73	400.00	29,200.00
		AM SNACK: Champorado and juice			
		LUNCH: Rice, chicken adobo, vegetable, soup, fresh fruits and juice			
		PM SNACK: Tuna Sandwich and juice			
2	pax	MeALS AND SNACKS - July 18, 2025	73	400.00	29,200.00
		AM SNACK: Lugaw with Egg			
		LUNCH: Rice, chicken curry, vegetable, soup, fresh fruits and juice			
		PM SNACK: Turon (2 pcs/pax) with juice			
		***Supplier will provide free flowing water and brewed coffee for the whole duration			
		*VENUE: CDRRMO, Jose Felipe St., Baguio City			
		NOTHING FOLLOWS			

catering services for program implementation review cum capacity building for school DRRM coordinators on July 17 & 18, 2025					
				TOTAL	58,400.00

Total Amount in Words: Fifty 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:


 ALICIA REFE CATERING SERVICES
 June 24, 2025
 Date

Very truly yours,


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

Fund Cluster: 01 Funds Available : ₱58,400.00	ORS/BURS No: 2025-06-0148 Date of the ORS/BURS: 06/30/25 Amount: ₱58,400.00
 LILIBETH G. DEGSI Accountant III	



Republic of the Philippines

Department of Education

CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

NOTICE OF AWARD

June 23, 2025

ALICIA D. REFE

Alicia Refe Catering Services

Dear Ms. Refe:

We are pleased to notify you that your price quotation and proposal for the **Procurement of catering services for program implementation review cum capacity building for school DRRM coordinators on July 17 & 18, 2025** in the amount of PHILIPPINE PESOS **Fifty Eight Thousand Four Hundred Pesos Only (₱58,400.00)** inclusive of appropriate taxes, and fees, has been accepted.

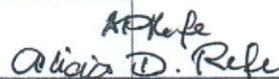
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


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

CONFORME:



(Signature Over Printed Name)

(Date)

06/23/2025
pjn



Republic of the Philippines
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
RESOLUTION NO. 173, S. 2025

RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT – SMALL VALUE PROCUREMENT TO ALICIA REFE CATERING SERVICES

WHEREAS the Department of Education prepared the Purchase Request (PR) for the **Procurement of catering services for program implementation review cum capacity building for school DRRM coordinators** with an Approved Budget for the Contract (ABC) of **Eighty Seven Thousand Six Hundred Pesos Only (P87,600.00)** (Annex A);

WHEREAS on May 30, 2025, 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)
ALICIA REFE CATERING SERVICES	₱ 58,400.00
ERUNDINA FLORDELIZA FOOD SERVICES	₱ 59,860.00
GABLETS CATERING SERVICES	₱ 80,008.00

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 **ALICIA REFE CATERING SERVICES** and submitted on June 19, 2025 at Baguio City;

WHEREAS upon careful examination, validation and verification of the item description that they have submitted, **ALICIA REFE CATERING SERVICES** 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 **ALICIA REFE CATERING SERVICES** for the **Procurement of catering services for program implementation review cum capacity building for school DRRM coordinators** in the amount of **Fifty Eight Thousand Four Hundred Pesos Only (P58,400.00)** inclusive of appropriate taxes and fees.

RESOLVED, this 20th day of June, 2025, at the Baguio Division Office Conference Hall, Baguio City.

CARMEL F. MERIS
BAC Chairperson

NIÑO TIBANGAY
BAC Vice-Chairperson

HARRIS G. DIZON JR.
BAC Member

NIEVES D. EBANIO
BAC Member

ATTY. ANNETTE L. DOYAOEN
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)

Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. _____ opened on **June 11, 2025** at DepEd, Baguio City Division.

ITEM	UNIT	QTY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIER	NAME OF SUPPLIER	NAME OF SUPPLIER
				ALICIA D. REFE	ERUNDINA FLORDELIZA FOOD SERVICES	GABLETS CATERING SERVICES
1	pax	73	MEALS AND SNACKS - July 17, 2025	29,200.00		40,004.00
			AM SNACK: Champorado and juice		5,475.00	
			LUNCH: Rice, chicken adobo, vegetable, soup, fresh fruits and juice		20,075.00	
			PM SNACK: Tuna Sandwich and juice		5,475.00	
2	pax	73	MeALS AND SNACKS - July 18, 2025	29,200.00		40,004.00
			AM SNACK: Lugaw with Ekg		4,380.00	
			LUNCH: Rice, chicken curry, vegetable, soup, fresh fruits and juice		20,075.00	
			PM SNACK: Turon (2 pcs/pax) with juice		4,380.00	
			***Supplier will provide free flowing water and brewed coffee for the whole duration			
			*VENUE: CDRRMO, Jose Felipe St., Baguio City			
			NOTHING FOLLOWS			
			TOTAL	58,400.00	59,860.00	80,008.00

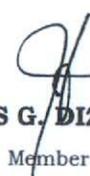
We hereby certify that the bids or quotations received were opened at the date prices offered as stated above.

BAC Members:

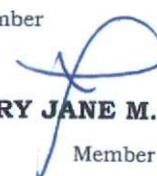

NIÑO M. TIBANGAY
BAC Vice-Chairperson


ATTY. ANNETTE L. DOYAOEN
Member


NIEVES D. EBANIO
Member


HARRIS G. DIZON JR.
Member

RHEINECK CAPARAS
Canvasser


MARY JANE M. MALIHOD
Member

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.


CARMEL F. MERIS
BAC CHAIRPERSON