



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY  
DISTRICT 6  
JOSEFA CARIÑO ELEMENTARY SCHOOL

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**NOTICE OF AWARD**

August 19, 2025

**DANIEL S. CO**

*Cokins Everywear and Gen. Merchandise*  
109 Kayang St., AZCKO  
Baguio City

Dear Mr. Co:

We are pleased to notify you that your price quotation and proposal for the procurement of *office supplies and other supplies and materials for the months of August and September 2025* in the amount of PHILIPPINE PESOS *Seventy Nine Thousand Four Hundred Twenty Five Pesos Only (Php 79,425.00)* 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,

  
**LIGAYA N. ANNAWI**  
Principal II

**CONFORME:**

  
(Signature Over Printed Name)

8/19/2025  
(Date)

*COKINS EVERYWEAR AND GEN. MERCHANDISE*  
109 Kayang St., Azcko  
Baguio City



Address: F. Yandoc St., Baguio City

Telephone No.: (074) 442-3149

E-mail: josefacarinoelemschool@gmail.com/ 136385@deped.gov.ph

Facebook Page: DepEd Tayo Josefa Cariño ES



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OF BAGUIO CITY  
 JOSEFA CARIÑO ELEMENTARY SCHOOL  
 F. YANDOC ST., BAGUIO CITY



### PURCHASE ORDER

Supplier: **COKINS EVERYWEAR AND GENERAL MERCHANDISE** P.O. No.: 2025-08-006  
 Address: 109 Kayang St., AZCKO Date: August 20, 2025  
 TIN: 165-287-294 Mode of Procurement: SVP

Gentlemen:

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

Place of Delivery: Josefa Cariño Elementary School Delivery Term: Delivery to the school  
 Date of Delivery: Within 7 calendar days after NTP Payment Term: Check; After delivery

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
<b>Office Supplies</b>					
1	roll	DOUBLE SIDED TAPE, 24mm	50	27.00	₱1,350.00
2	box	ENVELOPE, Expanding, Kraft	1	1,250.00	₱1,250.00
3	pack	FOLDER with tab, Legal	1	350.00	₱350.00
4	ream	PAPER, MULTIPURPOSE A4, 70gsm	300	170.00	₱51,000.00
5	bottle	Refill Ink for Permanent Markers, Black	50	60.00	₱3,000.00
6	roll	TAPE, transparent, 24mm	100	14.00	₱1,400.00
7	roll	TAPE, transparent, 48 mm	100	17.00	₱1,700.00
<b>Other Supplies and Materials</b>					
8	bottle	CLEANER, Toilet Bowl and Urinal, 1L	40	80.00	₱3,200.00
9	pouch	DETERGENT POWDER, all purpose, 1kg	100	60.00	₱6,000.00
10	can	FLOOR WAX, paste type, red, odorless, 900g	25	275.00	₱6,875.00
11	roll/pack	TRASHBAG, Large size, 26x32, thick	100	33.00	₱3,300.00
<b>-NOTHING FOLLOWS-</b>					

**Seventy Nine Thousand Four Hundred Twenty Five Pesos Only**

**₱79,425.00**

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.

Very truly yours,

*Ligaya N. Annawi*  
**LIGAYA N. ANNAWI**  
 Principal II

Conforme:

*[Signature]*  
 Signature over Printed Name of Supplier  
 8/20/2025  
 Date

Fund Cluster : 01  
 Funds Available : 79,425.00

*[Signature]*  
**BEBSIE H. DIZON**  
 Bookkeeper

8/20

ORS/BURS No. : 02-101101-2025-09-001281  
 Date of the ORS/BURS: 8/17/25  
 Amount : 374,504.47



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OF BAGUIO CITY  
 DISTRICT 6  
 JOSEFA CARIÑO ELEMENTARY SCHOOL

**NOTICE TO PROCEED**

August 22, 2025

**DANIEL S. CO**

Cokins Everywear and Gen. Merchandise  
 109 Kayang St., AZCKO  
 Baguio City

Dear Mr. Co:

This refers to our award of contract to your company for the procurement of *office supplies and other supplies and materials for the months of August and September 2025* in the amount of PHILIPPINE PESOS *Seventy Nine Thousand Four Hundred Twenty Five Pesos Only (Php 79,425.00)* 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,

**LIGAYA N. ANNAWI**  
 Principal II

**CONFORME:**

I acknowledge receipt of this Notice on 8/22/2025

Name of the Representative of the Bidder: \_\_\_\_\_

Authorized Signature:   
 (Signature over printed name)

**COCKING & ASSOCIATES**  
 109 Kayang St., Azcko  
 Baguio City



Address: F. Yandoc St., Baguio City  
 Telephone No.: (074) 442-3149  
 E-mail: josefacarinoelemschool@gmail.com/ 136385@deped.gov.ph  
 Facebook Page: DepEd Tayo Josefa Cariño ES



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**Department of Education**  
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 SCHOOLS DIVISION OF BAGUIO CITY  
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 JOSEFA CARIÑO ELEMENTARY SCHOOL

**RESOLUTION NO. 040, s. 2025**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE MODE OF PROCUREMENT**  
**- SMALL VALUE PROCUREMENT TO COKINS EVERYWEAR & GEN. MERCHANDISE**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of *office supplies and other supplies and materials for the months of August and September 2025* with an Approved Budget for the Contract (ABC) of *One Hundred Forty Two Thousand Six Hundred Twenty Two Pesos and 87/100 Only (Php 142,622.87)* (Annex A);

**WHEREAS** on August 6, 2025, the DepEd – 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:

<b>Supplier/Distributors</b>	<b>Quotation (Php)</b>
<b>COKINS EVERYWEAR &amp; GEN. MERCHANDISE</b>	<b>Php 79,425.00</b>
PANGHOI ENTERPRISES	Php 93,310.00
EVC CONSUMER GOODS TRADING	Php 74,940.00
LOW COST CONSUMER GOODS TRADING	Php 96,795.00

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

<b>Supplier/Distributors</b>	<b>Non-Compliance</b>
EVC CONSUMER GOODS TRADING	Incomplete items

**WHEREAS** the proposal of **COKINS EVERYWEAR & GEN. MERCHANDISE** is found to be the most compliant with the PR, and its price quotation amounting to **Seventy Nine Thousand Four Hundred Twenty Five Pesos Only (Php 79,425.00)** is the most economical and advantageous to the Government, thereby rendering the same as the lowest 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 **COKINS EVERYWEAR & GEN. MERCHANDISE** for the procurement of *office supplies and other supplies and materials for the months of August and September 2025* in the amount of *Seventy Nine Thousand Four Hundred Twenty Five Pesos Only (Php 79,425.00)* inclusive of appropriate taxes and fees.



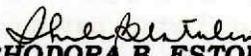


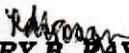
Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY  
DISTRICT 6  
JOSEFA CARIÑO ELEMENTARY SCHOOL

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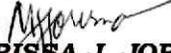
RESOLVED, this August 18, 2025, Josefa Cariño Elementary School, Baguio City.

  
**ROSARIO R. CAWILAN**  
BAC Chairperson

  
**RHODORA B. ESTOLERO**  
BAC Vice-Chairperson

  
**MARY B. RAYOSEN**  
BAC Member

On leave  
**MARY ANN R. BUNNOL**  
BAC Member

  
**MARISSA J. JORVINA**  
BAC Member

**APPROVED:**

  
**LIGAYA N. ANNAWI**  
Principal II  
Approved on August 18, 2025

Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ opened on August 15, 2025, at Josefa Cariño Elementary School, Baguio City

ITEM	UNIT	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	COKINS EVERYWEAR AND GEN. MERCHANDISE		PANGHOI ENTERPRISES		EVC CONSUMER GOODS TRADING		LOW COST CONSUMER GOODS TRADING	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	roll	50	DOUBLE SIDED TAPE, 24mm	P27.00	P1,350.00	P34.00	P1,700.00	P29.00	P1,450.00	P27.00	P1,350.00
2	box	1	ENVELOPE, Expanding, Kraft	P1,250.00	P1,250.00	P1,800.00	P1,800.00	P1,355.00	P1,355.00	P1,700.00	P1,700.00
3	pack	1	FOLDER with tab, Legal	P350.00	P350.00	P525.00	P525.00	P485.00	P485.00	P495.00	P495.00
4	ream	300	PAPER, MULTIPURPOSE A4, 70gsm	P170.00	P51,000.00	P185.00	P55,500.00	P195.00	P58,500.00	P190.00	P57,000.00
5	bottle	50	Refill Ink for Permanent Markers, Black, 30mL	P60.00	P3,000.00	P85.00	P4,250.00	P81.00	P4,050.00	P60.00	P3,000.00
6	roll	100	TAPE, transparent, 24mm	P14.00	P1,400.00	P22.00	P2,200.00	P25.00	P2,500.00	P23.00	P2,300.00
7	roll	100	TAPE, transparent, 48 mm	P17.00	P1,700.00	P38.00	P3,800.00	P32.00	P3,200.00	P30.00	P3,000.00
8	bottle	50	Ink, Epson 003 cyan, 65 ml	P308.00	P15,400.00	P300.00	P15,000.00	P294.50	P14,725.00	P330.00	P16,500.00
9	bottle	50	Ink, Epson 003 magenta, 65 ml	P308.00	P15,400.00	P300.00	P15,000.00	P294.50	P14,725.00	P330.00	P16,500.00
10	bottle	50	Ink, Epson 003 yellow, 65 ml	P308.00	P15,400.00	P300.00	P15,000.00	P294.50	P14,725.00	P330.00	P16,500.00
11	bottle	40	CLEANER, Toilet Bowl and Urinal, 1L	P80.00	P3,200.00	P94.00	P3,760.00		P0.00	P80.00	P3,200.00
12	pouch	100	DETERGENT POWDER, all purpose, 1kg	P60.00	P6,000.00	P77.00	P7,700.00		P0.00	P60.00	P6,000.00
13	can	25	FLOOR WAX, paste type, red, odorless, 900g	P275.00	P6,875.00	P315.00	P7,875.00		P0.00	P410.00	P10,250.00
14	roll/pack	100	TRASHBAG, Large size, 26x32, thick	P33.00	P3,300.00	P42.00	P4,200.00	P34.00	P3,400.00	P85.00	P8,500.00
15	roll/pack	50	TRASHBAG, XXL size, 37x40, thick	P75.00	P3,750.00	P85.00	P4,250.00	P64.00	P3,200.00	P95.00	P4,750.00
			<b>~NOTHING FOLLOWS~</b>								
			<b>SUB TOTAL FOR ITEMS 1, 2, 3, 4, 5, 6, 7, 11, 12, 13, 14</b>		<b>P79,425.00</b>		<b>P93,310.00</b>	incomplete items	<b>P74,940.00</b>		<b>P96,795.00</b>
			<b>SUB TOTAL FOR ITEMS 8, 9, 10, 15</b>		<b>P49,950.00</b>		<b>P49,250.00</b>		<b>P47,375.00</b>		<b>P54,250.00</b>
			<b>Total</b>		<b>P129,375.00</b>		<b>P142,560.00</b>		<b>P122,315.00</b>		<b>P151,045.00</b>

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

Canvassed by:

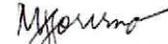
  
**MARGIE B. GURON**  
Canvasser

BAC MEMBERS:

  
**RHODORA E. ESTOLERO**  
BAC Vice Chairperson

  
**MARY B. RAYOSEN**  
BAC Member

On leave  
**MARY ANN R. BUNNOL**  
BAC Member

  
**MARISSA J. JORVINA**  
BAC Member

  
**ALLAN R. GOMEZ**  
Canvasser

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.

  
**ROSARIO R. CAWILAN**  
BAC Chairperson



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY  
DISTRICT 6  
JOSEFA CARIÑO ELEMENTARY SCHOOL

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**NOTICE OF AWARD**

August 19, 2025

**EMILY JOY C. CUSTODIO**  
EVC Consumer Goods Trading  
Unit 302, Bldg 3 Central Apartments  
Trancoville, Baguio City

Dear Ms. Custodio:

We are pleased to notify you that your price quotation and proposal for the procurement of *office supplies and other supplies and materials for the months of August and September 2025* in the amount of PHILIPPINE PESOS *Forty Seven Thousand Three Hundred Seventy Five Pesos Only (Php 47,375.00)* 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,

  
**LIGAYA N. ANNAWI**  
Principal II

**CONFORME:**

  
EMILY JOY C. CUSTODIO  
(Signature Over Printed Name)

8/19/2025  
(Date)



Address: F. Yandoc St., Baguio City

Telephone No.: (074) 442-3149

E-mail: josefacarinoelemschool@gmail.com/ 136385@deped.gov.ph

Facebook Page: DepEd Tayo Josefa Cariño ES





Republic of the Philippines  
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 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OF BAGUIO CITY  
 DISTRICT 6  
 JOSEFA CARIÑO ELEMENTARY SCHOOL

**NOTICE TO PROCEED**

August 22, 2025

**EMILY JOY C. CUSTODIO**  
 EVC Consumer Goods Trading  
 Unit 302, Bldg 3 Central Apartments  
 Trancoville, Baguio City

Dear Ms. Custodio:

This refers to our award of contract to your company for the procurement of *office supplies and other supplies and materials for the months of August and September 2025* in the amount of PHILIPPINE PESOS *Forty Seven Thousand Three Hundred Seventy Five Pesos Only (Php 47,375.00)* 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.

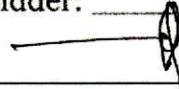
Very truly yours,

  
**LIGAYA N. ANNAWI**  
 Principal II

**CONFORME:**

I acknowledge receipt of this Notice on 8/22/2025

Name of the Representative of the Bidder: WELDON CUSTODIO

Authorized Signature:   
 (Signature over printed name)



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY  
DISTRICT 6  
JOSEFA CARIÑO ELEMENTARY SCHOOL

**RESOLUTION NO. 041, s. 2025**

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE MODE OF PROCUREMENT  
- SMALL VALUE PROCUREMENT TO EVC CONSUMER GOODS TRADING**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of *office supplies and other supplies and materials for the months of August and September 2025* with an Approved Budget for the Contract (ABC) of *One Hundred Forty Two Thousand Six Hundred Twenty Two Pesos and 87/100 Only (Php 142,622.87)* (Annex A);

**WHEREAS** on August 6, 2025, the DepEd – 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:

<b>Supplier/Distributors</b>	<b>Quotation (Php)</b>
COKINS EVERYWEAR & GEN. MERCHANDISE	Php 49,950.00
PANGHOI ENTERPRISES	Php 49,250.00
<b>EVC CONSUMER GOODS TRADING</b>	<b>Php 47,375.00</b>
LOW COST CONSUMER GOODS TRADING	Php 54,250.00

**WHEREAS** the proposal of **EVC CONSUMER GOODS TRADING** is found to be the most compliant with the PR, and its price quotation amounting to **Forty Seven Thousand Three Hundred Seventy Five Pesos Only (Php 47,375.00)** is the most economical and advantageous to the Government, thereby rendering the same as the lowest 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 **EVC CONSUMER GOODS TRADING** for the procurement of *office supplies and other supplies and materials for the months of August and September 2025* in the amount of *Forty Seven Thousand Three Hundred Seventy Five Pesos Only (Php 47,375.00)* inclusive of appropriate taxes and fees.



Address: F. Yandoc St., Baguio City

Telephone No.: (074) 442-3149

E-mail: josefacarinoelemschool@gmail.com/ 136385@deped.gov.ph

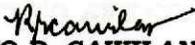
Facebook Page: DepEd Tayo Josefa Cariño ES



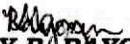
Republic of the Philippines  
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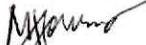
RESOLVED, this August 18, 2025, Josefa Cariño Elementary School, Baguio City.

  
**ROSARIO R. CAWILAN**  
BAC Chairperson

  
**RHODORA B. ESTOLERO**  
BAC Vice-Chairperson

  
**MARY B. RAYOSEN**  
BAC Member

On leave  
**MARY ANN R. BUNNOL**  
BAC Member

  
**MARISSA J. JORVINA**  
BAC Member

**APPROVED:**

  
**LIGAYA N. ANNAWI**  
Principal II  
Approved on August 18, 2025