



Republic of the Philippines

## Department of Education

CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY

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### NOTICE OF AWARD

**August 1, 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 Meals and Snacks in the conduct of Career Advocates on August 11 to 15, 2025** in the amount of PHILIPPINE PESOS **Eighty Five Thousand Five Hundred Pesos Only (₱85,500.00)** inclusive of appropriate taxes, and fees, has been accepted.

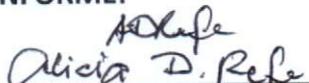
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,

  
**SORAYA T. FACULO, PhD, CESO VI**  
Schools Division Superintendent

**CONFORME:**

  
\_\_\_\_\_  
(Signature Over Printed Name)

  
\_\_\_\_\_  
(Date)

08/01/2025  
pjn

DepEd, Division of Baguio

17

Supplier <b>ALICIA REFE CATERING SERVICES</b>	P.O. No. 2025-08-181
Address 93 Upper Engineers Hill, Baguio City	Date: August 4, 2025
TIN: 171-581-983-000	Mode of Procurement: Small Value Procurement -

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

Place of Delivery : DepEd, Division Office Baguio	Delivery Term : Date of activity
Date of Delivery : <b>date of activity</b>	Payment Term : after delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	MEALS AND SNACKS (August 11 to 15, 2025) 5 days	38	450.00	85,500.00
		See attached specification		x 5 days	
		***NOTHING FOLLOWS***			

<b>Procurement of Meals and Snacks in the conduct of Career Advocates</b>					
				<b>TOTAL</b>	<b>85,500.00</b>

**Total Amount in Words: Eighty Five Thousand Five 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:

*Alice*  
Alicia D. Refe  
 ALICIA REFE CATERING SERVICES  
8-4-25  
 Date

Very truly yours,

*Soraya*  
**SORAYA FACULO Ph.D. CESO VI**  
 Schools Division Superintendent

Fund Cluster: <u>01</u>	ORS/BURS No: <u>2025-08-01575</u>
Funds Available : <u>₱ 85,500.00</u>	Date of the ORS/BURS: <u>08/11/25</u>
<i>Lilibeth</i> <b>LILIBETH G. DECSI</b> Accountant III	Amount: <u>85,500.00</u>

**COMMISSION ON AUDIT**  
 Auditor  
 Dept. of Baguio  
**RECEIVED**  
*8-11-2025*  
 BAGUIO CITY

Career Advocates Training

August 11-15, 2025

**MENU LIST**

<b>Vegetable</b>	<b>Chicken or Pork</b>	
<ul style="list-style-type: none"> <li>✦ Buttered Highland Vegetables</li> <li>✦ Grilled Vegetable Medley</li> <li>✦ Stir Fried Vegetable</li> <li>✦ Eggplant with minced pork</li> <li>✦ Caramelized Roasted Carrots</li> <li>✦ Stir Fried French Beans</li> </ul>	<ul style="list-style-type: none"> <li>✦ Grilled Chicken Teriyaki</li> <li>✦ Chicken Barbeque</li> <li>✦ Chicken Roulade "Mushroom Cream Sauce"</li> <li>✦ Chicken Parmesan</li> <li>✦ Chicken Pastel</li> <li>✦ Chicken Cordon Bleu</li> <li>✦ Hawaiian Chicken</li> <li>✦ Chicken Fritter with Tartar Sauce</li> <li>✦ Fried Chicken</li> <li>✦ Sweet and Sour Chicken</li> <li>✦ Buttered Chicken</li> </ul>	<ul style="list-style-type: none"> <li>✦ Pork in Herb Tomato Concasse</li> <li>✦ Pork Humba</li> <li>✦ Pork Hoisin with Black beans</li> <li>✦ Pork Kebab</li> <li>✦ Sweet and Sour Pork</li> <li>✦ Crispy Pork Belly (Lechon Kawali)</li> </ul>
<b>Pasta/ Noodles</b>	<b>Sandwich/Bread</b>	
<ul style="list-style-type: none"> <li>✦ Spaghetti Sweet Style</li> <li>✦ Spaghetti Supreme</li> <li>✦ Linguini Marinara</li> <li>✦ Pasta Carbonara</li> <li>✦ Japchae</li> <li>✦ Pancit Canton</li> <li>✦ Pancit Bihon</li> <li>✦ Mix Pancit</li> <li>✦ Alfredo Pasta Chicken</li> <li>✦ Angel Hair with Cherry Tomato</li> </ul>	<ul style="list-style-type: none"> <li>✦ Tuna Sandwich</li> <li>✦ Chicken Sandwich</li> <li>✦ Mamon (Ube &amp; Vanilla)</li> <li>✦ Sliced Signature Bread</li> <li>✦ Assorted Muffin</li> <li>✦ Ensaymada</li> <li>✦ Sliced Cake</li> <li>✦ Turon</li> <li>✦ Assorted Cupcake</li> <li>✦ Fresh Fruit Cuts</li> <li>✦ French Toast</li> <li>✦ Egg Pie</li> <li>✦ Caramel Custard Bread</li> <li>✦ Chocolate Custard Bread</li> </ul>	

**Choice of one (1) pasta or sandwich**

**AM SNACK:**

**PM SNACK:**

**Main Course**

**Choice of one (1) vegetable:**

**Choice of one (1) chicken or pork:**

**Choice of one (1) pasta or sandwich**

**AM SNACK:**

**PM SNACK:**

**Main Course**

**Choice of one (1) vegetable:**

**Choice of one (1) chicken or pork:**



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

**NOTICE TO PROCEED**

August 5, 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 Meals and Snacks in the conduct of Career Advocates on August 11 to 15, 2025** in the amount of PHILIPPINE PESOS **Eighty Five Thousand Five Hundred Pesos Only (₱85,500.00)** inclusive of appropriate taxes and fees.

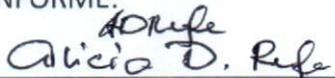
In relation thereto, notice is hereby given to your company that the implementation of the said project shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached contract.

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. FACULO, PhD, CESO VI**  
Schools Division Superintendent

CONFORME:

  
**Alicia D. Refe**  
(Signature Over Printed Name)

  
(Date)

08/05/2025  
pjn



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

**RESOLUTION NO. 208, 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 Meals and Snacks in the conduct of Career Advocates** with an Approved Budget for the Contract (ABC) of **One Hundred Fourteen Thousand Pesos Only (P114,000.00)** (Annex A);

**WHEREAS** on July 9, 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 SERVICE	₱ 85,500.00
EMIL-DAD'S RESTAURANT	₱ 105,070.00
ERUNDINA FLORDELIZA FOOD SERVICES	₱ 114,000.00

**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 July 31, 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 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 Meals and Snacks in the conduct of Career Advocates** in the amount of **Eighty Five Thousand Five Hundred Pesos Only (P85,500.00)** inclusive of appropriate taxes and fees.

**RESOLVED**, this 31<sup>st</sup> day of July, 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. FACUNDO, PhD, CESO VI  
Schools Division Superintendent  
Approved on \_\_\_\_\_  
(date of approval)

Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ opened on **July 16, 2025** at DepEd, Baguio City Division.

ITEM	UNIT	QTY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIER	NAME OF SUPPLIER	NAME OF SUPPLIER
				ALICIA REFE CATERING SERVICES	EMIL - DAD'S RESTAURANT	ERUNDINA FLODELIZA FOOD SERVICES
1	pax	38	MEALS AND SNACKS (August 11 to 15, 2025) 5 days	85,500.00	105,070.00	114,000.00
			See attached specification with RFQ			
			***NOTHING FOLLOWS***			
			<b>TOTAL</b>	<b>85,500.00</b>	<b>105,070.00</b>	<b>114,000.00</b>

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

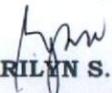
  
**ATTY. ANNETTE L. DOYAOEN**  
Member

  
**NIEVES D. EBANIO**  
Member

  
**HARRIS G. DIZON JR.**  
Member

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