



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**KIAS ELEMENTARY SCHOOL**  
*Purok 7, Kias, Baguio City*



## NOTICE OF AWARD

November 12, 2025

**GLOTOC TOOLS & INDUSTRIAL SALES CENTER INC**  
#258 Golden Court Bldg., Magsaysay Ave., Baguio City

**Sir/Madame:**

We are pleased to inform you that your price quotation and proposal for the purchase of Other Supplies and Materials in the amount of FIFTY-NINE THOUSAND TWO HUNDRED FIFTY PESOS (Php 59,250.00) inclusive of appropriate taxes and fees, has been accepted.

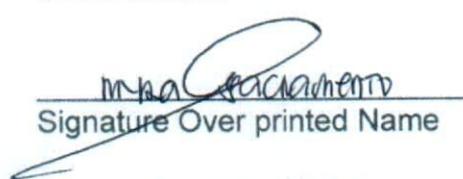
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return original copy to this office at the soonest.

Thank you.

Very truly yours,

  
**NICK CARTER JUNIOR C. GONZALO**  
School Head

**CONFORME:**

  
Signature Over printed Name

Nov-12-2025  
Date:



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**KIAS ELEMENTARY SCHOOL**  
 Purok 7, Kias, Baguio City



### PURCHASE ORDER

Supplier: GLOTOC TOOLS & INDUSTRIAL SALES CENTER INC	P.O. No.: 2025-11-081
Address: #258 Golden Court Bldg., Magsaysay Ave., Baguio City	Date: November 13, 2025
TIN: 456-354-954	Mode of Procurement: Small Value Procurement

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

Place of Delivery: Kias Elementary School	Delivery Term:
Date of Delivery: 20 days upon receipt of NTP	Payment Term: after delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	Hard Hat, Safety Helmet, Heavy Duty For Kids -Adjustable ratchet suspension and with chin strap	395	150.00	₱ 59,250.00

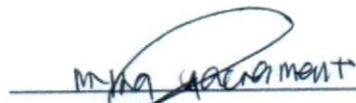
**Other Supplies and Materials**

<b>TOTAL:</b>	<b>FIFTY-NINE THOUSAND TWO HUNDRED FIFTY PESOS</b>	<b>PHP 59,250.00</b>
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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

Conforme:

Very truly yours,

  
 Signature over Printed Name of Supplier  
 11-13-2025  
 Date

  
**NICK CARTER JUNIOR C. GONZALO**  
 School Head

Funds Available: PHP 59,250.00  
 Fund Cluster: 01

ORS No.: 02-1011014-2025-\_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Date: \_\_\_\_\_

**SHARON JOY C. GALERA**  
 Bookkeeper



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**KIAS ELEMENTARY SCHOOL**  
Purok 7, Kias, Baguio City



## NOTICE TO PROCEED

NOVEMBER 14, 2025

**GLOTOC TOOLS & INDUSTRIAL SALES CENTER INC**  
#258 Golden Court Bldg., Magsaysay Ave., Baguio City

**Sir/Madame:**

This refers to our award of contract to your company for the procurement of Other Supplies and Materials in the amount of FIFTY-NINE THOUSAND TWO HUNDRED FIFTY PESOS (₱59,250.00) 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,

**NICKGARTER JUNIOR C. GONZALO**  
School Head

**CONFORME:**

  
Signature Over printed Name

NOV-12-2025  
Date:



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**KIAS ELEMENTARY SCHOOL**  
*Purok 7, Kias, Baguio City*



## NOTICE OF AWARD

November 12, 2025

**PANGHOI ENTERPRISES**  
Magsaysay Ave, Baguio, Benguet

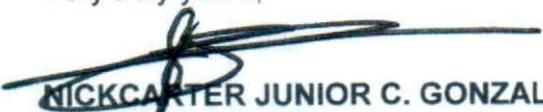
**Sir/Madame:**

We are pleased to inform you that your price quotation and proposal for the purchase of Other Supplies and Materials in the amount of FIVE THOUSAND NINE HUNDRED PESOS (Php 5,900.00) 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 original copy to this office at the soonest.

Thank you.

Very truly yours,

  
**NICK CARTER JUNIOR C. GONZALO**  
School Head

**CONFORME:**

  
\_\_\_\_\_  
Signature Over printed Name

\_\_\_\_\_  
Date:



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**KIAS ELEMENTARY SCHOOL**  
 Purok 7, Kias, Baguio City



**PURCHASE ORDER**

Supplier: PANGHOI ENTERPRISES	P.O. No.: 2025-11-082
Address: Magsaysay Ave, Baguio, Benguet	Date: NOVEMBER 13, 2025
TIN: 000-279-800-0000	Mode of Procurement: Small Value Procurement

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

Place of Delivery: Kias Elementary School	Delivery Term:
Date of Delivery:	Payment Term: after delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	Hard Hat, Safety Helmet, Heavy Duty For Adults -Adjustable ratchet suspension and with chin strap	25	236.00	₱ 5,900.00

**Other Supplies and Materials**

<b>TOTAL:</b>	<b>FIVE THOUSAND NINE HUNDRED PESOS</b>	<b>PHP 5,900.00</b>
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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

Conforme:

Very truly yours,

*Lucy*  
*lots my*  
 \_\_\_\_\_  
 Signature over Printed Name of Supplier  
 \_\_\_\_\_  
 11-13-25  
 Date

*[Signature]*  
 \_\_\_\_\_  
**NICK CARTER JUNIOR C. GONZALO**  
 School Head

Funds Available: PHP 5,900.00  
 Fund Cluster: 01

ORS No.: 02-1011014-2025-  
 Amount: \_\_\_\_\_  
 Date: \_\_\_\_\_

**SHARON JOY C. GALERA**  
 Bookkeeper



Republic of the Philippines  
Department of Education  
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**KIAS ELEMENTARY SCHOOL**  
Purok 7, Kias, Baguio City



## NOTICE TO PROCEED

NOVEMBER 14, 2025

### **PANGHOI ENTERPRISES**

Magsaysay Ave, Baguio, Benguet

**Sir/Madame:**

This refers to our award of contract to your company for the procurement of Other Supplies and Materials in the amount of FIVE THOUSAND NINE HUNDRED PESOS (P5,900.00) 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.

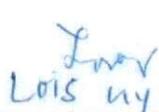
Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours

  
**NICK CARTER JUNIOR C. GONZALO**  
School Head

**CONFORME:**

  
\_\_\_\_\_  
Signature Over printed Name

\_\_\_\_\_  
Date:



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**KIAS ELEMENTARY SCHOOL**  
Purok 7, Kias, Baguio City



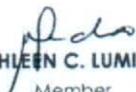
Abstract of Bids Quotations under Circular Proposal No. \_\_\_\_ open on November 7, 2025 at Kias Elementary School, Baguio City.

ITEM	UNIT	QTY	DESCRIPTION AND/OR SPECIFICATION	GLOTOC TOOLS & INDUSTRIAL SALES CENTER INC	PANGHOI ENTERPRISE	THE STABLE EDUCATIONAL SUPPLY
1	piece	395	Hard Hat, Safety Helmet, Heavy Duty For Kids -Adjustable ratchet suspension and with chin strap	59,250.00	63,200.00	98,750.00
2	piece	25	Hard Hat, Safety Helmet, Heavy Duty For Adults -Adjustable ratchet suspension and with chin strap	6,875.00	5,900.00	6,250.00
<b>TOTAL</b>				<b>P66,125.00</b>	<b>P69,100.00</b>	<b>P105,000.00</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.

  
**DELIA B. BENITO**  
BAC Vice Chairperson

  
**REJOICE T. BUDENG**  
Member

  
**KATHLEEN C. LUMIDAO**  
Member

  
**DAVID I. ALBANO**  
Convener

  
**INES D. SALANGAY**  
Member

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

  
**ROSELYN ANN C. LAPENA**  
BAC Chairperson



**BIDS AND AWARDS COMMITTEE**

*RESOLUTION NO. 081, S. 2025*

**RECOMMENDING THE AWARD OF CONTRACT THROUGH ALTERNATIVE METHOD OF PROCUREMENT - SMALL VALUE PROCUREMENT FOR THE OTHER SUPPLIES AND MATERIALS**

**WHEREAS** the Department of Education prepared the Purchase Request (PR) for the procurement of Other Supplies and Materials with an Approved Budget of the Contract (ABC) of Sixty-Six Thousand One Hundred Twenty-Five Pesos (P66,125.00), (Annex A);

**WHEREAS** on November 3, 2025, the Kias Elementary School - Bids and Awards Committee (BAC) posted/published the Request For Quotation (RFQ) for the said procurement project. The herein below indicated prospective suppliers/bidders who signified their intent to participate along with their corresponding status of preliminary examination for technical component of the Bid, to wit:

Supplier/ Distributors	Status: Passed/ Failed	Reason for failure
GLOTOC TOOLS & INDUSTRIAL SALES CENTER INC	Passed	
PANGHOI ENTERPRISE	Passed	
THE STABLE EDUCATIONAL SUPPLY	Passed	

**WHEREAS** after all the bids were tabulated and ranked, the BAC identified the Single/Lowest Calculated Bid and Responsive Bid upon careful examination of the quoted/bid price, the BAC identified the following suppliers to have offered the

Supplier/ Distributors	Item Numbers	Remarks
GLOTOC TOOLS & INDUSTRIAL SALES CENTER INC	1	Lowest Calculated, and Responsive Bid
PANGHOI ENTERPRISE	2	Lowest Calculated, and Responsive Bid

**NOW, THEREFORE**, based on the above premises, we the Members of the Bids and Awards Committee, hereby **RESOLVE** as it is **RESOLVED**:

- a) to declare GLOTOC TOOLS & INDUSTRIAL SALES CENTER INC, as Bidder with the Lowest Calculated and Responsive Bid for the item numbers 1 and Recommend award of contract with a total contract price of P59,250.00;
- b) to declare PANGHOI ENTERPRISE, as Bidder with the Lowest Calculated and Responsive Bid for the item numbers 2 and Recommend award of contract with a total contract price of P5,900.00;
- c) to recommend for approval the award of the contract to the Head of the Procuring Entity or his/her duly authorized representative..

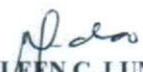
**RESOLVED**, this November 11, 2025, Purok 7, Kias, Baguio City

  
**ROSELYN ANN C. LAPENA**  
*BAC Chairperson*

  
**DELIA B. BENITO**  
*BAC Vice-Chairperson*

  
**REJOICE T. BUDENG**  
*BAC Member*

  
**INES D. GALANGAY**  
*BAC Member*

  
**KATHLEEN C. LUMIDAO**  
*BAC Member*

**APPROVED:**

  
**NICK CARTER JUNIOR C. GONZALO**  
*School Head*

Approved on: November 11, 2025, Purok 7, Kias, Baguio City