



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OF BAGUIO CITY  
 BAGUIO CENTRAL SCHOOL

Abstract of Bids or Quotations under CIRCULAR PROPOSAL NO. \_\_\_\_\_ opened on \_\_\_\_\_

FEBRUARY 27, 2026

at BAGUIO CENTRAL SCHOOL

Quotation No.: 2026-02-007		ABC:		109,950.00	
ITEM	UNITS	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIERS	
				<b>PRINT EXPERT.COM</b>	<b>KEBS ENTERPRISES</b>
1	piece	850	Diploma Printing, 9"x12" parchment, colored logo printing, with Gold seal **Must adhere to DivMemo 60s2026		WAYMES COMPUTER & PRINTSHOP
				P17,000.00	P21,250.00
2	booklet	870	Program Paper, landscape, 8.5"x11", foiled and stapled, hard and colored printed cover page, black and white inside pages, 64-88 inside pages **Supplier will coordinate with school prior printing		
				P52,200.00	P87,000.00
<b>TOTAL</b>				<b>P 69,200.00</b>	<b>P 89,250.00</b>
				<b>P</b>	<b>P 108,250.00</b>
					<b>P 97,850.00</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.

- Supplier 1, PRINT EXPERT.COM awarded for the PROGRAM PAPER
- Supplier 2, KEBS ENTERPRISES awarded for the DIPLOMA PRINTING

*Susan C. Mateo*  
 SUSAN C. MATEO / PERLA A. ENOMIS  
 NAME OF CANVASSER

*Jessica S. Moc-Eng*  
 JESSICA S. MOC-ENG  
 BAC-VICE CHAIRPERSON

*Elsie V. Diwas*  
 ELSIE V. DIWAS  
 BAC MEMBER

*Shielantacloy*  
 SHIELANTACLOY  
 BAC MEMBER

*Joyce L. Lunag*  
 JOYCE L. LUNAG  
 BAC MEMBER

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.

*Carina G. Malsiyen*  
 CARINA G. MALSİYEN  
 BAC Chairperson



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BAGUIO CENTRAL SCHOOL

**BIDS AND AWARDS COMMITTEE**  
RESOLUTION NO. 02007, S. 2026

**RECOMMENDING THE AWARD OF CONTRACT FOR SMALL VALUE PROCUREMENT OF GOODS AND SERVICES**

**WHEREAS**, the Baguio Central School advertised the Invitation to Bid for the Procurement of printing services for EOSY supplies with Approved Budget for the Contract (ABC) of **ONE HUNDRED NINE THOUSAND NINE HUNDRED FIFTY PESOS ONLY (Php 109,950.00)** (Annex A);

**WHEREAS**, on **FEBRUARY 03, 2026**, BCS - Bids and Awards Committee (BAC) posted and published the request for Quotation (RFQ) for the said procurement project. The following suppliers / distributors signified their intend to participate by submitting their respective quotations/ proposals;

SUPPLIER / DISTRIBUTORS	QUOTATION (PESO)	BID AMOUNT AWARDED
PRINT EXPERT.COM	69,200.00	52, 200.00 (Printing services of Program Paper only)
KEBS ENTERPRISES	89,250.00	15, 300.00 (Printing services of Diploma only)
WAYMES COMPUTER & PRINTSHOP	108,250.00	NONE
JC COMMERCIAL CENTER	97,850.00	NONE

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

AGENCIES	NON-COMPLIANCE
PRINT EXPERT.COM	NOT THE LOWEST BIDDER FOR DIPLOMA PRINTING
KEBS ENTERPRISES	NOT THE LOWEST FOR PROGRAM PAPER PRINTING
WAYMES COMPUTER & PRINTSHOP	NOT THE LOWEST BIDDER
JC COMMERCIAL CENTER	NOT THE LOWEST BIDDER

**WHEREAS**, upon the post - qualification of the Technical Working Group (TWG) for printing and publication, **PRINT EXPERT.COM** and **KEBS ENTERPRISES** as the winning bidders who was found to have complied with and responsive to all requirements and conditions in the bidding documents;

**NOW, THEREFORE**, We the members of the Bids and Awards Committee, hereby **RESOLVE** as it hereby **FINALLY RESOLVED** to declare, **PRINT EXPERT.COM** as the bidder with responsive bid in the total amount of **FIFTY-TWO THOUSAND TWO HUNDRED PESOS ONLY (Php 52,200.00)** and **KEBS ENTERPRISES** as the bidder with responsive bid in the total amount of **FIFTEEN THOUSAND THREE HUNDRED PESOS ONLY (Php 15,300.00)** through the small value procurement process and to recommend to the School Head of Baguio Central School the award of contract at its respective price.

  
**CARINA G. WALSIYEN**  
BAC Chairperson

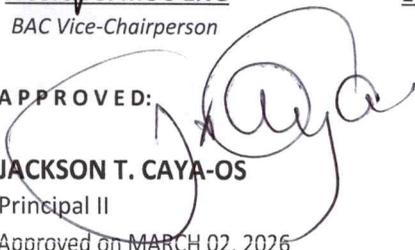
  
**JESSICA S. MOC-ENG**  
BAC Vice-Chairperson

  
**ELSIE V. DIWAS**  
BAC Member

  
**SHIELA TACLOY**  
BAC Member

  
**JOYCE L. LUNAG**  
BAC Member

APPROVED:

  
**JACKSON T. CAYA-OS**

Principal II

Approved on MARCH 02, 2026



Republic of the Philippines  
**Department of Education**  
**CORDILLERA ADMINISTRATIVE REGION**  
**SCHOOLS DIVISION OF BAGUIO CITY**  
**BAGUIO CENTRAL SCHOOL**

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## NOTICE OF AWARD

MARCH 03, 2026

**MERCEDITA G. BADENAS**  
**KEBS ENTERPRISES**  
36A Bonifacio Street, Baguio City

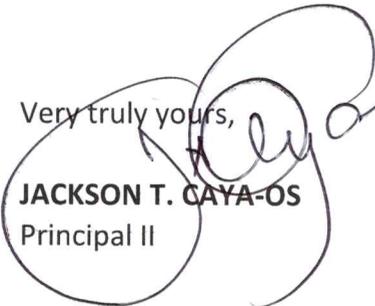
Dear Ms. Badenas:

We are pleased to notify you that your price quotation and proposal for the Procurement of printing services for EOSY supplies in the amount of PHILIPPINE PESO FIFTEEN THOUSAND THREE HUNDRED PESOS ONLY (P15,300.00) 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,

  
**JACKSON T. CAYA-OS**  
Principal II

**CONFORME:**

  
Mercedita G. Badenas  
(Signature Over Printed Name)  
3/3/26  
(Date)





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

## NOTICE TO PROCEED

MARCH 05, 2026

**MERCEDITA G. BADENAS**  
**KEBS ENTERPRISES**  
36A Bonifacio Street, Baguio City

Dear Ms. Badenas:

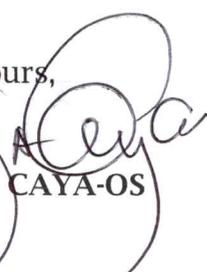
This refers to our award of contract to your company for the Procurement of printing services for EOSY supplies in the amount of PHILIPPINE PESO FIFTEEN THOUSAND THREE HUNDRED PESOS ONLY (P15,300.00) inclusive of appropriate taxes and fees.

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,

  
**JACKSON T. CAYA-OS**  
Principal II

**CONFORME:**

I acknowledge receipt of this Notice on 3/5/26

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

Authorized Signature: M. G. A. B. Alon

(Signature over printed name)



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**SCHOOLS DIVISION OF BAGUIO CITY**  
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**NOTICE OF AWARD**

MARCH 03, 2026

**RANNY JIMENEZ**  
**PRINT EXPERT.COM**

3 Noble Bldg, Calderon St., Harrison Carantes, Baguio City

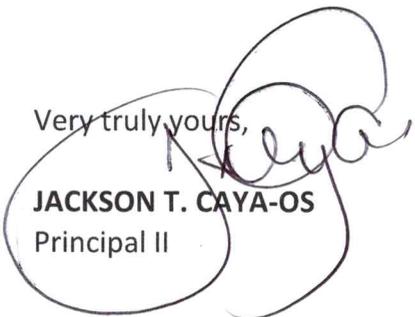
Dear Mr. Jimenez:

We are pleased to notify you that your price quotation and proposal for the Procurement of printing services for EOSY supplies in the amount of PHILIPPINE PESO FIFTY-TWO THOUSAND TWO HUNDRED PESOS ONLY (P52,200.00) inclusive of appropriate taxes and fees, has been accepted.

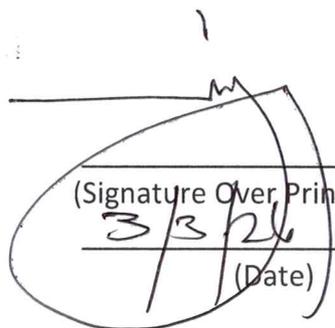
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,

  
**JACKSON T. CAYA-OS**  
Principal II

**CONFORME:**

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

3/3/26  
\_\_\_\_\_  
(Date)

# PURCHASE ORDER

Supplier : <b>PRINT EXPERT.COM</b> Address : <b>3 Noble Bldg, Calderon St., Harrison Carantes, Baguio City</b> TIN : <b>934-202-140-000</b>	P.O. No. : <b>2026-02-007.1</b> Date : <b>MARCH 04, 2026</b> Mode of Procurement : <b>SVP/Shopping</b>
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Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

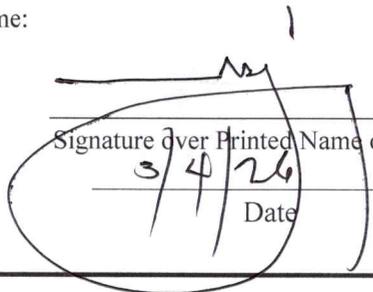
Place of Delivery : <u>BAGUIO CENTRAL SCHOOL</u>	Delivery Term : <u>on the dates specified</u>
Date of Delivery : <u>ON OR BEFORE MARCH 13, 2026</u>	Payment Term : <u>charge to MOOE</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	booklet	Program Paper, landscape, 8.5"x11", folded and stapled, hard and colored printed cover page, black and white inside pages, 64-88 inside pages **Supplier will coordinate with school prior printing	870	60.00	52,200.00
					<b>52,200.00</b>

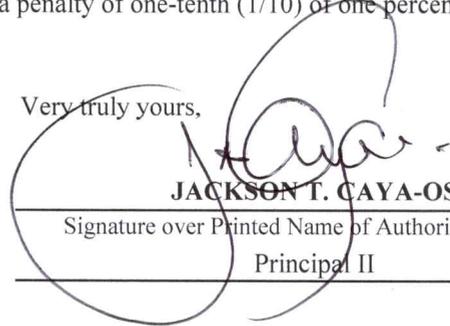
**(Total Amount in Words) FIFTY-TWO THOUSAND TWO HUNDRED PESOS ONLY**

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:

  
 \_\_\_\_\_  
 Signature over Printed Name of Supplier  
3/4/26  
 \_\_\_\_\_  
 Date

Very truly yours,

  
**JACKSON T. CAYA-OS**  
 \_\_\_\_\_  
 Signature over Printed Name of Authorized Official  
 Principal II

Fund Cluster : <u>01</u> Funds Available :  <p style="text-align: center;"><b>SHARON JOY C. GALERA</b> Bookkeeper</p>	ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____
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## NOTICE TO PROCEED

MARCH 05, 2026

**RANNY JIMENEZ**  
**PRINT EXPERT.COM**  
3 Noble Bldg, Calderon St., Harrison Carantes, Baguio City

Dear Mr. Jimenez:

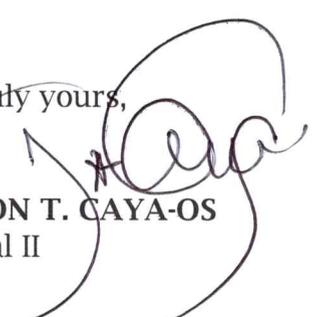
This refers to our award of contract to your company for the Procurement of printing services for EOSY supplies in the amount of PHILIPPINE PESO FIFTY-TWO THOUSAND TWO HUNDRED PESOS ONLY (P52,200.00) inclusive of appropriate taxes and fees.

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.

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Thank you.

Very truly yours,

  
**JACKSON T. CAYA-OS**  
Principal II

**CONFORME:**

I acknowledge receipt of this Notice on 3/5/26

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

Authorized Signature: \_\_\_\_\_

(Signature over printed name)

