



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 MARCH 19, 2026 at BAGUIO CENTRAL SCHOOL

ITEM	UNITS	QUANTITY	DESCRIPTION AND/OR SPECIFICATION	NAME OF SUPPLIERS		120,175.00
				PANGHOI ENTERPRISES	ABC:	
1	bottle	120	Epson T664, Black original	P33,960.00	MGM CONSUMER GOODS TRADING	JC COMMERCIAL CENTER
2	bottle	75	EpsonT664, Cyan original	P21,225.00		P36,000.00
3	bottle	75	Epson T664, Magenta original	P21,225.00		P22,500.00
4	bottle	75	Epson T664, Yellow original	P21,225.00		P22,500.00
5	piece	100	Envelope, Plastic, Long	P2,100.00		P2,500.00
6	roll	120	TAPE, transparent, 24mm	P1,440.00		P2,400.00
7	roll	120	TAPE, transparent, 48 mm	P2,400.00		P4,800.00
8	roll	50	TAPE, Double Sided, 24mm	P1,100.00		P1,700.00
9	roll	100	TAPE Masking, 48mm	P3,300.00		P4,600.00
10	piece	40	CERTIFICATE HOLDER, A4, red in color	P3,320.00		P3,840.00
11	pack	3	FOLDER WITH TAB, Long 100s	P1,350.00		P1,530.00
TOTAL				P 112,645.00	P 114,017.00	P 124,870.00

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

SUSAN C. MATEO
 NAME OF CANVASSER

JESSICA S. MOC-ENG
 BAC-VICE CHAIRPERSON

ELSIE V. DIWAS
 BAC MEMBER

SHIERA ACLOY
 BAC MEMBER

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. MALSİYEN
 BAC Chairperson



Republic of the Philippines
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SCHOOLS DIVISION OF BAGUIO CITY
BAGUIO CENTRAL SCHOOL

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 03013, 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 office supplies with Approved Budget for the Contract (ABC) of **ONE HUNDRED TWENTY THOUSAND ONE HUNDRED SEVENTY-FIVE PESOS ONLY (Php 120,175.00)** (Annex A);

WHEREAS, on **MARCH 16, 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 intent to participate by submitting their respective quotations/ proposals;

SUPPLIER / DISTRIBUTORS	QUOTATION (PESO)
PANGHOI ENTERPRISES	112,645.00
MGM CONSUMER GOODS TRADING	114,017.00
JC COMMERCIAL CENTER	124,870.00


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

AGENCIES	NON-COMPLIANCE
MGM CONSUMER GOODS TRADING	NOT THE LOWEST BIDDER
JC COMMERCIAL CENTER	1 ITEM NOT AVAILABLE

WHEREAS, upon the post - qualification of the Technical Working Group (TWG) for supplies and materials, **PANGHOI ENTERPRISES** as the winning bidder 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, **PANGHOI ENTERPRISES** as the bidder with responsive bid in the total amount of **ONE HUNDRED TWELVE THOUSAND SIX HUNDRED FORTY-FIVE PESOS ONLY (Php 112,645.00)** 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


ELSIE V. DIWAS
BAC Member


SHIELA TACLOY
BAC Member


JOYCE L. LUNAG
BAC Member


JESSICA S. MOC-ENG
BAC Vice-Chairperson

APPROVED:


JACKSON T. CAYA-OS
Principal II

Approved on MARCH 23, 2026



Republic of the Philippines
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SCHOOLS DIVISION OF BAGUIO CITY
BAGUIO CENTRAL SCHOOL

NOTICE OF AWARD

March 24, 2026

LOIS UY
PANGHOI ENTERPRISES INC.
58 Magsaysay Avenue, Baguio City

Dear Ms. Uy:

We are pleased to notify you that your price quotation and proposal for the Procurement of office supplies in the amount of PHILIPPINE PESO ONE HUNDRED TWELVE THOUSAND SIX HUNDRED FORTY-FIVE PESOS ONLY (P 112,645.00) inclusive of appropriate taxes and fees, has been accepted.

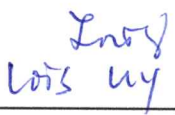
Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


JACKSON T. CAYA-OS
Principal II

CONFORME:



(Signature Over Printed Name)
03-24-26

(Date)

PURCHASE ORDER

Supplier : PANGHOI ENTERPRISES	P.O. No. : 2026-03-013
Address : 58 Magsaysay Avenue, Baguio City	Date : March 25, 2026
TIN : 000-279-800-000	Mode of Procurement : SVP/Shopping

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

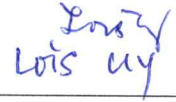
Place of Delivery : <u>BAGUIO CENTRAL SCHOOL</u>	Delivery Term : <u>on the dates specified</u>
Date of Delivery : <u>ON OR BEFORE MARCH 31, 2026</u>	Payment Term : <u>charge to MOOE</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	bottle	Epson T664, Black original	120	283.00	33,960.00
2	bottle	EpsonT664, Cyan original	75	283.00	21,225.00
3	bottle	Epson T664, Magenta original	75	283.00	21,225.00
4	bottle	Epson T664, Yellow original	75	283.00	21,225.00
5	piece	Envelope, Plastic, Long	100	21.00	2,100.00
6	roll	TAPE, transparent, 24mm	120	12.00	1,440.00
7	roll	TAPE, transparent, 48 mm	120	20.00	2,400.00
8	roll	TAPE, Double Sided, 24mm	50	22.00	1,100.00
9	roll	TAPE Masking, 48mm	100	33.00	3,300.00
10	piece	CERTIFICATE HOLDER, A4, red in color	40	83.00	3,320.00
11	pack	FOLDER WITH TAB, Long 100s	3	450.00	1,350.00
					112,645.00

(Total Amount in Words) ONE HUNDRED TWELVE THOUSAND SIX HUNDRED FORTY-FIVE 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.

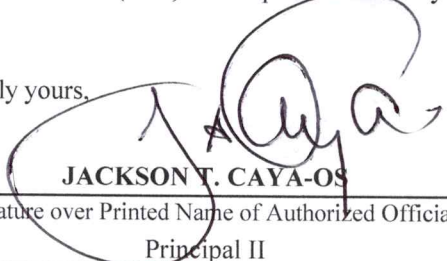
Conforme:



 Signature over Printed Name of Supplier

 3-25-26
 Date

Very truly yours,



JACKSON T. CAYA-OS
 Signature over Printed Name of Authorized Official

 Principal II

Fund Cluster : 01
Funds Available :

SHARON JOY C. GALERA
Bookkeeper

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____



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

NOTICE TO PROCEED

March 26, 2026

LOIS UY
PANGHOI ENTERPRISES INC.
58 Magsaysay Avenue, Baguio City

Dear Ms. Uy:

This refers to our award of contract to your company for the Procurement of office supplies in the amount of PHILIPPINE PESO ONE HUNDRED TWELVE THOUSAND SIX HUNDRED FORTY-FIVE PESOS ONLY (P 112,645.00) 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 March 26, 2026

Name of the Representative of the Bidder: Lois Uy

Authorized Signature: Lois Uy

(Signature over printed name)