



Republic of the Philippines  
**Department of Education**  
Region XII  
DIVISION OF SOUTH COTABATO

file

**NOTICE OF AWARD**

MAY 06 2019

**CORAZON Y. UY**  
Proprietor/Manager  
People's General Merchandise  
Koronadal City

Dear Madam:

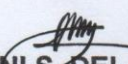
We are happy to notify you that the **Supply and Delivery of Office Supplies** with reference no. DSC-19-01-003/6078521, is hereby awarded to you as the Lowest Calculated and Responsive Bidder.

Contract Price: **Seven Hundred Ninety Thousand Five Hundred Twenty-One Pesos and Sixty-Eight Centavos (Php 790,521.68)**

You are therefore required, within seven (7) calendar days from the receipt of this Notice of Award, to formally enter into contract with us, and to submit the Performance Security in the form and the amount stipulated in the Instructions to Bidders.

Failure to enter into the said contract or provide the performance Security shall constitute a sufficient ground for cancellation of this award and forfeiture of your Bid Security.

Very truly yours,

  
**ISAGANI S. DELA CRUZ, CESO V**  
Schools Division Superintendent  
Head of Procuring Entity

Conforme:

  
VIVIAN D. FANO

(Name & Signature of Bidder or Representative)

Date: 5-7-19



Republic of the Philippines  
**Department of Education**  
Region XII  
DIVISION OF SOUTH COTABATO

**NOTICE TO PROCEED**

MAY 16 2019

**CORAZON Y. UY**  
Proprietor/Manager  
People's General Merchandise  
Koronadal City

Dear Madam:

The attached Contract having been approved, notice is hereby given to **People's General Merchandise** that delivery may proceed on the **Supply and Delivery of Office Supplies** with reference no. DSC-19-01-003/6078521.

Contract Price: **Seven Hundred Ninety Thousand Five Hundred Twenty-One Pesos and Sixty-Eight Centavos (Php 790,521.68)**


Contract Time/Delivery Period: Fifteen (15) Calendar Days

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return other to the **DepEd-South Cotabato Division, Koronadal City.**

Very truly yours,

Date to Start: MAY 17 2019

Date of Completion: MAY 31 2019

  
**ISAGANI S. DELA CRUZ, CESO V**  
Schools Division Superintendent  
Head of Procuring Entity

I acknowledge receipt of this notice \_\_\_\_\_ 5/16/19

Name of Bidder or Representative: \_\_\_\_\_ (date)  
ROSALIE A. ORFRECIO

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

# PURCHASE ORDER

## DepEd-South Cotabato

<i>Supplier:</i>	<b>PEOPLE'S GENERAL MERCHANDISE</b>	<i>P.O No.</i>	<b>19-032</b>
		<i>Date:</i>	<b>MAY 08 2019</b>
<i>Address:</i>	Koronadal City	<i>Reference/PR No.</i>	<b>DSC-19-01-003</b>
<i>TIN No.</i>		<i>Mode of Procurement:</i>	<b>PUBLIC BIDDING</b>

*Gentlemen:*

*Please furnish this office the following articles subject to the terms and conditions therein.*

Place of Delivery: **Supply Office-DepEd- So. Cot.** Delivery Term: **15 days**

Date of Delivery: **15 days upon receipt of NTP** Payment Term: **15 Days**

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	bottle	Alcohol, Rubbing 500ml. 70% Isopropyl (Green Cross)	184	76.50	14,076.00
2	pc	Ballpen, Fine, Black, 12's BP-1RT F-B, 0.7 (Pilot)	1800	10.50	18,900.00
3	pc	Bathsoap, 60 grams (Safeguard)	28	21.00	588.00
4	roll	Book Tape (Duck Tape 2 ") (HBW)	40	61.50	2,460.00
5	box	Clip backfold, 32 mm, 12pcs per box (Diamond)	40	20.00	800.00
6	ream	Construction Paper, long (Avia 8.5x 13)	12	198.00	2,376.00
7	set	Cutter, L 500 w/ blade (10 pcs.) (Butiki with Spare blade in tube)	10	30.00	300.00
8	pc	Correction Pen, Metal Tip (Uni CLP 300)	221	89.50	19,779.50
9	pc	Data Box Filer, 5" x 9" x 16", color Blue (Corona Single Standard size)	120	99.00	11,880.00
10	pouch	Detergent Soap, Powder, 1 kilogram (Pride)	28	88.75	2,485.00
11	pc	Doormat, Rubber, 16" x 24" (KCM PVC w/ welcome)	10	216.00	2,160.00
12	pc	Dust Pan (Plastic) (PH907B New Land)	15	37.50	562.50
13	pc	Epson Ink T664 2, Cyan (Epson Orig)	20	307.50	6,150.00
14	pc	Epson Ink T664 3, Magenta (Epson Orig)	20	307.50	6,150.00
15	pc	Epson Ink T664 4, Yellow (Epson Orig)	36	307.50	11,070.00
16	box	Expanded Envelope (Long) Thick, 100's/box (Veco Kraft)	5	1,050.00	5,250.00
17	pc	Filer (data folder), 3" 9" x 16", color blue (MGK/Smart)	50	89.50	4,475.00
18	pc	Floor Mop w/ Handle, Heavy Duty, Screw T-handle (DMB Steel)	76	148.50	11,286.00
19	pc	Folder, White, size: A 4, Thick: 0.14 (System A4)	3100	4.50	13,950.00
<i>page 2 follows</i>			<b>Sub-Total</b>		<b>134,698.00</b>

# PURCHASE ORDER

## DepEd-South Cotabato

<b>Supplier:</b>	<b>PEOPLE'S GENERAL MERCHANDISE</b>	P.O No.	<b>19-032</b>
		Date:	<b>MAY 08 2019</b>
Address:	Koronadal City	Reference/PR No.	<b>DSC-19-01-003</b>
TIN No.		Mode of Procurement:	<b>PUBLIC BIDDING</b>

Gentlemen:

*Please furnish this office the following articles subject to the terms and conditions therein.*

Place of Delivery:	<b>Supply Office-DepEd- So. Cot.</b>	Delivery Term:	<b>15 days</b>
Date of Delivery:	<b>15 days upon receipt of NTP</b>	Payment Term:	<b>15 Days</b>

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<i>Balance forwarded</i>			<b>134,698.00</b>
<b>20</b>	pc	Folder, White, size: Legal, Thick: 0.14 (Five Star/Laser)	3500	4.50	15,750.00
<b>21</b>	pc	Feather Duster, All Cloth (Native)	20	25.00	500.00
<b>22</b>	pack	Folder Morocco/Fancy, Legal size 50pcs/pack (Valiant)	4	475.00	1,900.00
<b>23</b>	pc	Garbage Bin (Plastic), Medium w/ cover, size 12 inches (#6307)	10	135.00	1,350.00
<b>24</b>	pc	Ink, Hp Laser Jet P1102 (HP 85A)	4	3,288.00	13,152.00
<b>25</b>	pc	Ink, EPSON L360 T 664, black orig., (Epson Orig)	6	273.50	1,641.00
<b>26</b>	box	Linen Paper, legal size, green color (Concorde 90GSM 500's)	4	783.50	3,134.00
<b>27</b>	box	Linen Paper, legal size, light blue (Concorde 90GSM 500's)	4	783.50	3,134.00
<b>28</b>	box	Linen Paper (long/cream) (Concorde 90GSM 500's)	7	783.50	5,484.50
<b>29</b>	box	Linen Paper (short/cream) (Concorde 90GSM 500's)	7	635.00	4,445.00
<b>30</b>	box	Linen Paper, legal size, pink color (Concorde 90GSM 500's)	4	783.50	3,134.00
<b>31</b>	box	Linen Paper, size legal (peach) (Concorde 90GSM 500's)	4	783.50	3,134.00
<b>32</b>	box	Linen Paper, size short(light blue) (Concorde 90GSM 500's)	12	635.00	7,620.00
<b>33</b>	box	Linen Paper, size short(peach) (Concorde 90GSM 500's)	7	635.00	4,445.00
<b>34</b>	bundle	Manila Paper, 1 bundle (480pcs.) (Advance)	1	1,200.00	1,200.00
<b>35</b>	set	Marker Flou (Highlighter), (3pcs. Per set), asstd color (HBW 3's)	82	42.75	3,505.50
<b>36</b>	box	Metal Binder Clips (black) 1 inch (Diamond 1")	12	15.00	180.00
		<i>Page 3 follows</i>	<b>Sub-Total</b>		<b>208,407.00</b>

## PURCHASE ORDER

### DepEd-South Cotabato

	<b>PEOPLE'S GENERAL MERCHANDISE</b>	P.O No. <b>19-032</b>			
Supplier:		Date: <b>MAY 08 2019</b>			
Address:	Koronadal City	Reference/PR No. <b>DSC-19-01-003</b>			
TIN No.		Mode of Procurement: <b>PUBLIC BIDDING</b>			
Gentlemen:					
<i>Please furnish this office the following articles subject to the terms and conditions therein.</i>					
Place of Delivery: <b>Supply Office-DepEd- So. Cot.</b>		Delivery Term: <b>15 days</b>			
Date of Delivery: <b>15 days upon receipt of NTP</b>		Payment Term: <b>15 Days</b>			
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<i>Balance forwarded</i>			<b>208,407.00</b>
37	box	Metal Binder Clips (black) 2 inch (Diamond 2")	12	48.60	583.20
38	box	Metal Binder Clips (black) 3/4 inch (Decora 3/4)	12	10.80	129.60
39	pc	Muriatic Acid, 1 Galloon, pure (JSPER)	100	101.25	10,125.00
40	box	Notebook ( Composition notes - 40 leaves) 200/box (HOTS 40 LVS)	10	1,700.00	17,000.00
41	pad	Note Pad, Color light blue, 2" X 3" (HBW)	12	12.50	150.00
42	pc	Organizer (Folder Organizer) (Generic Portfolio 13P w/ Handle)	100	136.00	13,600.00
43	pc	Organizer (Metal Desk Tray - 3 Layers, black (EJS)	20	450.00	9,000.00
44	box	Paper Clip, Gem Type Jumbo 100's (Teamstar/GT)	280	17.40	4,872.00
45	ream	Paper, PPC, A4 size, 70 gsm (White Box)	1025	161.00	165,025.00
46	ream	Paper, PPC, letter size, 80 gsm hard copy (White Box)	240	176.50	42,360.00
47	pc	Puncher, 2 hole punch (Prince/Teamstar)	10	144.00	1,440.00
48	box	PVC Cover (long) 100's/box thick, 200 microns (LCT 200 MIC)	8	500.00	4,000.00
49	unit	Printer, 3 in 1, (in liquid ink) (Brother T310)	1	8,744.44	8,744.44
50	set	Printer INK 3 in 1, Brother, (refer to item#49) (Brother)	2	1,773.00	3,546.00
51	pc	Plastic Ring Binder, 1 inch (LCT 1")	40	28.00	1,120.00
52	pc	Plastic Ring Binder, 1 & 3/4 inch (1 3/4")	40	49.60	1,984.00
<i>Page 4 follows</i>			<b>Sub-Total</b>		<b>492,086.24</b>

## PURCHASE ORDER

### DepEd-South Cotabato

<i>Supplier:</i>	<b>PEOPLE'S GENERAL MERCHANDISE</b>	<i>P.O No.</i>	<b>19-032</b>
		<i>Date:</i>	<b>MAY 08 2019</b>
<i>Address:</i>	Koronadal City	<i>Reference/PR No.</i>	<b>DSC-19-01-003</b>
<i>TIN No.</i>		<i>Mode of Procurement:</i>	PUBLIC BIDDING

**Gentlemen:**

*Please furnish this office the following articles subject to the terms and conditions therein.*

<i>Place of Delivery:</i>	<b>Supply Office-DepEd- So. Cot.</b>	<i>Delivery Term:</i>	<b>15 days</b>
<i>Date of Delivery:</i>	<b>15 days upon receipt of NTP</b>	<i>Payment Term:</i>	<b>15 Days</b>

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<i>Balance forwarded</i>			<b>492,086.24</b>
53	pc	Plastic Ring Binder, 2 inches (LCT 2")	40	51.00	2,040.00
54	pc	Ruler, 1 foot Rule, Plastic (Prince)	10	4.50	45.00
55	pair	Scissors, 10 inches length (HBW)	15	67.50	1,012.50
56	roll	Scotch Tape, 1 " x 100 yds (Armak 1")	112	20.39	2,283.68
57	roll	Scotch Tape, 2 " x 100 yds (Armak 2")	16	38.81	620.96
58	box	Staple Wire # 35, 5000 staples / box (Teamstar/GT)	120	21.50	2,580.00
59	pc	Signing Pen, 0.5, Black (Dong - A Mygel)	558	17.40	9,709.20
60	pc	Signing Pen, 0.5, Blue (Dong-A Mygel)	529	17.40	9,204.60
61	pc	Soft Broom, Heavy duty (Native)	122	59.50	7,259.00
62	pc	Stapler w/ Staple Remover, Heavy Duty (DELI/Teamstar/MGK)	101	90.00	9,090.00
63	bundle	Stick Broom (Native)	24	19.50	468.00
64	pc	Toilet Bowl Cleaner, 500ml (Greenex)	164	78.00	12,792.00
65	pc	Toilet Deodorant Cake , 100grams (Albatross)	194	61.75	11,979.50
66	pc	Tape Dispenser, for 1inch tape (Deluxe)	3	90.00	270.00
67	pack	Tissue Paper, 2 ply , 12's /pack (Generic)	120	90.00	10,800.00
68	Box	Thumbtacks ( small boxes) (Mitsuko)	24	7.50	180.00
69	box	INK Toner Cannon LBP 6000 # 325 (Canon 325)	24	3,288.00	78,912.00
70	pc	White Board Pen, black (Artline)	24	37.50	900.00
71	unit	Wooden Cabinet 3layers (H-3',L-5',W-2')	1	10,000.00	10,000.00
		<i>Page 5 follows</i>		<b>Sub-Total</b>	<b>662,232.68</b>

# PURCHASE ORDER

## DepEd-South Cotabato

<i>Supplier:</i>	<b>PEOPLE'S GENERAL MERCHANDISE</b>	<i>P.O No.</i>	<b>19-032</b>
		<i>Date:</i>	<b>MAY 08 2019</b>
<i>Address:</i>	Koronadal City	<i>Reference/PR No.</i>	<b>DSC-19-01-003</b>
<i>TIN No.</i>		<i>Mode of Procurement:</i>	PUBLIC BIDDING

*Gentlemen:*  
Please furnish this office the following articles subject to the terms and conditions therein.

<i>Place of Delivery:</i>	<b>Supply Office-DepEd- So. Cot.</b>	<i>Delivery Term:</i>	<b>15 days</b>
<i>Date of Delivery:</i>	<b>15 days upon receipt of NTP</b>	<i>Payment Term:</i>	<b>15 Days</b>

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
<i>Balance forwarded</i>					<b>662,232.68</b>
72	pc	USB Flash Drive 32GB. (Toshiba 32g)	50	550.00	27,500.00
73	pad	Yellow Pad Paper 8.5 x 13 (Save On)	80	18.50	1,480.00
74	pc	INK, Brother, DCP T 700 W, black Brother 6000BK)	4	443.25	1,773.00
75	set	INK, Brother, DCP T 700 W (C, M, Y) (Brother 6000BK/CYAN/Magenta/Yellow)	2	1,773.00	3,546.00
76	set	INK, Brother DCP J100 (B, C, M, Y) (Brother for BLK,CN,MGT,YLW)	2	1,800.00	3,600.00
77	set	HP Desk Jet JT 5810 ( 4 colors) (HP)	3	1,560.00	4,680.00
78	pc	HP GT 51 - black (HP)	3	390.00	1,170.00
79	pc	Hp GT 52- colors (C-2 pcs, M-2pcs, Y-2pcs) (HP)	6	390.00	2,340.00
80	pc	Hp Desk Jet 285 A, # 85 (HP 85 A)	15	3,288.00	49,320.00
81	pc	Canon Ink No. 312, black (Canon)	10	3,288.00	32,880.00
<b>TOTAL</b>					<b>790,521.68</b>

**TOTAL AMOUNT IN WORDS: SEVEN HUNDRED NINETY THOUSAND FIVE HUNDRED TWENTY-ONE PESOS AND 68/100**  
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 everyday delay shall be imposed.

Very truly yours,

*Conforme:*

**ISAGANI S. DELA CRUZ, CESO V**  
Schools Division Superintendent

**PEOPLE'S GENERAL MERCHANDISE**  
*Signature over Printed Name*  
  
*Date*  
5/16/19

*Funds Available:*  
  
**CARLO P. DIVEDOR, CPA**  
Accountant III

<i>ORS No.</i>	19-01-02338
<i>Amount:</i>	790,521.68



Republic of the Philippines  
**Department of Education**  
Region XII  
DIVISION OF SOUTH COTABATO

**BIDS AND AWARDS COMMITTEE (BAC)**

**RESOLUTION NO.: 2019-05-024**

Page 1 of 2

**A RESOLUTION TO AWARD THE SUPPLY AND DELIVERY OF OFFICE SUPPLIES TO PEOPLE'S GENERAL MERCHANDISE FOR BEING THE LOWEST CALCULATED AND RESPONSIVE BIDDER (LCRB) AND RECOMMENDING FOR THE APPROVAL OF THE HEAD OF THE PROCURING ENTITY (HOPE)**

**WHEREAS**, the Department of Education, Division of South Cotabato advertised the Invitation To Bid (ITB) for the **Supply and Delivery of Office Supplies** at the websites of the Philippine Government Electronic Procurement System (PhilGEPS) and the DepEd-South Cotabato Division on March 12, 2019 and posted the same at the conspicuous place within the premises of the Schools Division Office of South Cotabato;

**WHEREAS**, in response to the said advertisements, two (2) bidders, purchased bid documents and submitted bids during the bid opening on April 1, 2019;

**WHEREAS**, two (2) bidders passed the preliminary examination of bids and whose bids were read:

Name of Bidder	Bid Amount (As Read)	Rank
STARBRIGHT OFFICE DEPOT, INC.	Php 938,205.91	2
PEOPLE'S GENERAL MERCHANDISE	Php 790,521.68	1

**WHEREAS**, the detailed evaluation of bids conducted by Technical Working Group (TWG) on April 5, 2019 resulted in the following bids as calculated:

Name of Bidder	Bid Amount (As Calculated)	Rank
PEOPLE'S GENERAL MERCHANDISE	Php 790,521.68	1
STARBRIGHT OFFICE DEPOT, INC.	Php 938,205.91	2

**WHEREAS**, upon careful examination, validation and verification of the eligibility, technical and financial requirements submitted by the bidder with the lowest calculated bid, **PEOPLE'S GENERAL MERCHANDISE**, its bid has been found responsive;





Republic of the Philippines  
**Department of Education**  
 Region XII  
 DIVISION OF SOUTH COTABATO

**RESOLUTION NO. 2019-05-024**

Page 2 of 2

**NOW, THEREFORE**, We, the members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED**:

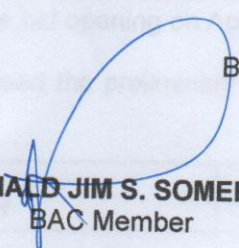
- a.) To declare **PEOPLE'S GENERAL MERCHANDISE** as the winning bidder with the Lowest Calculated and Responsive Bid;
- b. To **RECOMMEND** for approval by the Schools Division Superintendent of DepEd Division of South Cotabato the award of contract to **PEOPLE'S GENERAL MERCHANDISE** the project- **Supply and Delivery of Office Supplies**.


**PASSED, CARRIED, and APPROVED** this MAY 06 2019 at BAC Office, Division of South Cotabato, City of Koronadal.


Prepared by:

  
**MARY JANE C. SUNGA**  
 BAC Secretariat Chairperson

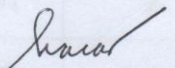
(OB)  
**ATTY. IRELAN B. DITCHON**  
 BAC Member

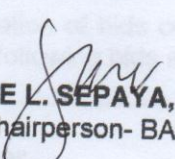
  
**RONALD JIM S. SOMERA**  
 BAC Member

  
**ROSMIE P. SALADA**  
 BAC Member

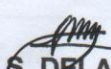
  
**HERMIE M. JARRA**  
 BAC Member

  
**JOVEN RYAN G. MALIDA**  
 BAC Member

  
**HENRY A. CANO**  
 BAC Vice Chairperson

  
**FE L. SEPAYA, Ph.D.**  
 Chairperson- BAC (PB)

APPROVED:

  
**ISAGANI S. DELA CRUZ, CESO V**  
 Schools Division Superintendent  
 Head of the Procuring Entity (HOPE) 