



Republic of the Philippines  
**Department of Education**  
REGION I  
**SCHOOLS DIVISION OFFICE DAGUPAN CITY**

**NOTICE OF AWARD**

April 20, 2023

**MR. VIRGILIO N. SONGCUAN**  
**Proprietor**  
**ELMUEL JAY TRADING & CONSTRUCTION**  
**Anolid, Mangaldan, Pangasinan**

Dear Mr. Songcuan:

In accordance with the **Bids and Awards Committee Resolution No. 2023-0005-C**, as approved by the undersigned, we are pleased to confirm your award for the project **LOT 5 CONSTRUCTION OF TEMPORARY LEARNING SPACES – GENERAL GREGORIO DEL PILAR ELEMENTARY SCHOOL** with the contract amount of **Three Hundred Fifty-Eight Thousand Six Hundred Thirty-Five Pesos and 21/100 (Php 358,635.21)**.

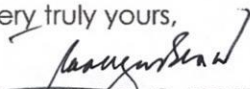
For purposes of entering into a contract with DepEd, you are advised to submit within seven (7) days from receipt hereof the following documents:

- Performance Security in the form and amount stipulated in the Instructions to Bidders
- Construction Schedule and S-Curve
- Manpower Schedule
- Construction Methods
- Equipment Utilization Schedule
- Construction Safety and Health Program approved by the DOLE
- PERT/CPM

Failure to comply with the foregoing requirements within the prescribed time will be a ground for cancellation of your Award and forfeiture of your Bid Security.

Kindly affix your signature on the space provided below to indicate your formal acceptance of this award and return the same to us not later than five days from receipt hereof.

Very truly yours,

  
**DR. ROWENA C. BANZON, CESO V**  
Schools Division Superintendent

NOTED:

  
**MARCIANO U. SORIANO JR., CESO VI**  
BAC Chairperson

Award Accepted by:

  
(Signature over Printed Name)

Date: APR 20 2023



**Address:** Burgos St., Poblacion Oeste, Dagupan City  
**Telephone No:** (075) 615-2645 | 615-2649  
**Website:** [depeddagupan.com](http://depeddagupan.com)  
**email:** [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)



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**RESOLUTION No. 2023-0005-C**

A RESOLUTION **DECLARING SINGLE LEAST CALCULATED RESPONSIVE BIDDER AND RECOMMENDING APPROVAL OF AWARD TO ELMUEL JAY TRADING & CONSTRUCTION FOR THE TEMPORARY LEARNING SPACES – GENERAL GREGORIO DEL PILAR ELEMENTARY SCHOOL**

**WHEREAS**, the Department of Education, Dagupan City Division is in need of a supplier for the TEMPORARY LEARNING SPACES – BONUAN BOQUIG ELEMENTARY SCHOOL;

**WHEREAS**, the **Approved Budget for the Contract (ABC)** which is funded by the Government of the Philippines (GOP)–General Appropriations Act (GAA) FY 2022 through the Department of Education is **Three Hundred Sixty Thousand Pesos (Php 360,000.00)**;

**WHEREAS**, the BAC through its Secretariat posted the Invitation to Bid at the PhilGEPs portal with Reference No. 9564317, at the Division website and at the conspicuous places of the Division Office on March 14, 2023;

**WHEREAS**, a Pre-Bid Conference was held on March 22, 2023 at the Division Training Center, DepEd Dagupan City and was attended by observers and prospective bidders;

**WHEREAS**, the Submission and Opening of Bids was held on April 4, 2023 at the Division Training Center, DepEd Dagupan City with One (1) bid proposal;

**WHEREAS**, only one (1) bid proposal passed the eligibility requirements after thorough examination of its technical and financial bid documents;

**WHEREAS**, the Technical Working Group (TWG) conducted a Detailed Bid Evaluation and Post Qualification Evaluation on April 4, 2023 and April 17, 2023 respectively;

**WHEREAS**, on April 11, 2023 through BAC Resolution No. 2022-0005-A and No. 2022-005-B, the committee adopted and confirmed the TWG Detailed Bid Evaluation Report declaring ELMUEL JAY TRADING & CONSTRUCTION as the bidder with the Single Least Calculated and Responsive Bid;

**WHEREAS**, the committee concluded to declare **ELMUEL JAY TRADING & CONSTRUCTION** as the single least calculated and most responsive bidder;

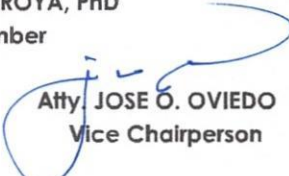
**NOW, THEREFORE**, we the members of the Bids and Awards Committee hereby resolve, as it is hereby resolved to recommend the award of contract to **ELMUEL JAY TRADING & CONSTRUCTION** for the **TEMPORARY LEARNING SPACES – GENERAL GREGORIO DEL PILAR ELEMENTARY SCHOOL** with the contract amount of **Three Hundred Fifty-Eight Thousand Six Hundred Thirty-Five Pesos and Twenty-One/100 (Php 358,635.21)**.

*This resolution is signed by the Bids and Awards Committee this 18th day of April 2023.*

  
ISABELITA N. DAROYA, PhD  
BAC Member

  
ROSALIND R. LOMIBAO, EdD  
BAC Member

  
JAIME C. SIAPNO, EdD  
BAC Member

  
Atty. JOSE O. OVIEDO  
Vice Chairperson

  
MARCIANO U. SORIANO, JR. CESO VI  
BAC Chairperson

APPROVED:

  
DR. ROWENA C. BANZON, CESO V  
Schools Division Superintendent



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY

**NOTICE TO PROCEED**

April 25, 2023

**MR. VIRGILIO N. SONGCUAN**  
Proprietor  
**ELMUEL JAY TRADING & CONSTRUCTION**  
Anolid, Mangaldan, Pangasinan

Dear Mr. Songcuan:

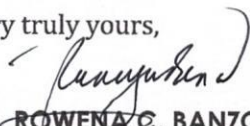
We wish to inform you that the Contract Agreement for the Project: **LOT 5 CONSTRUCTION OF TEMPORARY LEARNING SPACES – GENERAL GREGORIO DEL PILAR ELEMENTARY SCHOOL** with the contract amount of **Three Hundred Fifty-Eight Thousand Six Hundred Thirty-Five Pesos and 21/100 (Php 358,635.21)** has been **approved**.

You are now hereby notified to commence execution of works and shall fully complete all of the works within **45 calendar days** from receipt of this notice.

Thus, you shall be responsible for performing the services under the terms and conditions of the Contract Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing in the space provided below.

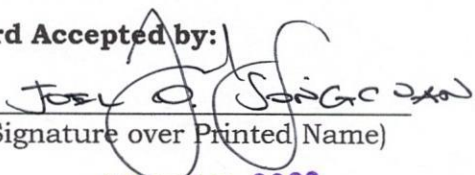
Very truly yours,

  
**DR. ROWENA C. BANZON, CESO V**  
Schools Division Superintendent

NOTED:

  
**TATUM GRACE I. MANZANO**  
ENGINEER III

**Award Accepted by:**

  
\_\_\_\_\_  
(Signature over Printed Name)

Date: APR 26 2023



**Address:** Burgos St., Poblacion Oeste, Dagupan City  
**Telephone No:** (075) 615-2645 | 615-2649  
**Website:** [depeddagupan.com](http://depeddagupan.com)  
**email:** [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)



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Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY

**CONTRACT AGREEMENT**

THIS AGREEMENT, made this 24th day of April 2023 between Department of Education, Schools Division Office, Dagupan City (hereinafter called the "Entity") and ELMUEL JAY TRADING & CONSTRUCTION (hereinafter called the "Contractor").

WHEREAS, the Entity is desirous that the Contractor execute **LOT 5 CONSTRUCTION OF TEMPORARY LEARNING SPACES – GENERAL GREGORIO DEL PILAR ELEMENTARY SCHOOL** (hereinafter called "the Works") and the Entity has accepted the Bid for **Three Hundred Fifty-Eight Thousand Six Hundred Thirty-Five Pesos and 21/100 (Php 358,635.21)** by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:

- a. Philippine Bidding Documents (PBDs);
  - i. Drawings/Plans;
  - ii. Specifications;
  - iii. Bill of Quantities;
  - iv. General and Special Conditions of Contract;
  - v. Supplemental or Bid Bulletins, if any;
- b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- c. Performance Security;
- d. Notice of Award of Contract and the Bidder's conforme thereto; and
- e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

3. In consideration for the sum of **Three Hundred Fifty-Eight Thousand Six Hundred Thirty-Five Pesos and 21/100 (Php 358,635.21)** or such other sums as may be ascertained, **ELMUEL JAY TRADING & CONSTRUCTION** agrees to **LOT 5 CONSTRUCTION OF TEMPORARY LEARNING SPACES – GENERAL GREGORIO DEL PILAR ELEMENTARY SCHOOL** in accordance with his/her/its Bid.

4. The **Department of Education, Schools Division Office, Dagupan City** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

  
**DR. ROWENA C. BANZON, CESO V**

Schools Division Superintendent

for:

Department of Education, Schools Division  
Office, Dagupan City

  
**VIRGILIO N. SONGCUAN**

Proprietor

for:

**ELMUEL JAY TRADING CONSTRUCTION**

DR. MARCIANO J. SORIANO, CESO VI

Witness for the Entity

Witness for the Contractor



Republic of the Philippines  
Department of Education  
REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY

Republic of the Philippines  
City of Dagupan

ACKNOWLEDGEMENT

APR 24 2023

At the abovementioned place this \_\_\_\_\_ day of \_\_\_\_\_, 2023  
personally appeared before me:

PROCURING ENTITY : DR. ROWENA C. BANZON, CESO V

Government Issued ID : UMIP CRN 006-0026-9479-3  
Valid until : \_\_\_\_\_

CONTRACTOR : VIRGILIO N. SONGCUAN

Government Issued ID : BSCA 5644  
Valid until : \_\_\_\_\_

Known to me to be the same person who executed the foregoing instrument and who acknowledged to me the same is their free and voluntary act and deed and that of the offices they respectively represent.

The foregoing instrument is a Contract of Agreement consisting of two (2) pages including this page on which this Acknowledgement is written and signed by the parties hereto and their instrumental witnesses on the left margin of each and every page hereof.

WITNESS MY HAND AND SEAL on the place and date first above written.

Doc No. 469  
Page No. 95  
Book No. VIII

Sumang 2023

**ATTY. ALFREDO S. VELASCO, JR.**  
**NOTARY PUBLIC**  
UNTIL DECEMBER 31, 2023  
SNC-NP-17-2022 Dagupan Ci,  
ROLL NO. 32722 TIN No. 109-942-874  
IBP No. 0604 12-29-22 Dagupan City  
PTR No. 1425139 01-03-2023 Dagupan City  
MCLE EXEMPT  
RM. 225, 2nd Flr., Fernandez Bldg.,  
Perez Blvd., Dagupan City

DR. MARCIANO U. SORIANO, CESO VI  
Witness for the Entity

DR. ROWENA C. BANZON, CESO V  
Schools Division Superintendent

VIRGILIO N. SONGCUAN  
ELMUEL JAY TRADING AND CONSTRUCTION

So Songuan  
Witness for the Contractor