



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

**NOTICE OF AWARD**

September 14, 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. 2023-0006-C**, as approved by the undersigned, we are pleased to confirm your award for the project **LOT 1: REPAIR OF CLASSROOMS- NORTH CENTRAL ELEMENTARY SCHOOL** with the contract amount of **Two Million Eighty Six Thousand One Hundred Eleven Pesos and 66/100 (Php 2,086,111.66)**.

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: SEP 14 2023



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



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**RESOLUTION No. 2023-0006-A**

**A RESOLUTION ADOPTING AND CONFIRMING THE TWG DETAILED BID EVALUATION REPORT TO THE LEAST CALCULATED RESPONSIVE BID FOR THE PROJECT: LOT 1 REPAIR OF CLASSROOMS THROUGH QUICK RESPONSE FUND FY 2022 - North Central Elementary School**

**WHEREAS**, the Submission and Opening of Bids for the project, REPAIR OF CLASSROOMS THROUGH QUICK RESPONSE FUND FY 2022 - North Central Elementary School was held on September 7, 2023 at DepEd Dagupan City;

**WHEREAS**, the BAC through its Secretariat received One (1) bid proposal which was thoroughly examined for its eligibility requirements;

**WHEREAS**, upon thorough examination of all the technical and financial eligibility bid requirements, both bid proposals passed the bidding;

**WHEREAS**, the summary of the Abstract of Bids as Read is as follows;

Bidder Identification/Name	Bid as Read Amount (₱)
<b>ELMUEL JAY TRADING &amp; CONSTRUCTION</b>	Php 2,085,764.04

**WHEREAS**, the Technical Working Group (TWG) conducted post qualification and detailed bid evaluation on September 8, 2023 to September 12, 2023, and the **Arithmetic Evaluation** of the bids is as follows;

Bidder Identification/Name	Bid as Calculated Amount (₱)
<b>ELMUEL JAY TRADING &amp; CONSTRUCTION</b>	Php 2,086,111.66

**WHEREAS**, the Correction of Bids is shown at the following **Abstract of Bids as Calculated**;

Bidder Identification/Name	Bid as Calculated Amount (₱)
<b>ELMUEL JAY TRADING &amp; CONSTRUCTION</b>	Php 2,086,111.66

**WHEREAS**, the committee adopts and confirms the detailed bid evaluation report of the TWG which shows that **ELMUEL JAY TRADING & CONSTRUCTION** the Single Least Calculated and Responsive Bidder (SLCRB);

**NOW, THEREFORE**, we the members of the Bids and Awards Committee hereby resolve, as it is hereby resolved to **adopt the TWG Detailed Bid Evaluation that the bidder with the Single Least Calculated and Responsive Bidder (SLCRB) is ELMUEL JAY TRADING & CONSTRUCTION** in the amount of **Two Million Eighty-Six Thousand One Hundred Eleven Pesos and Sixty-Six/100 (Php2,086,111.66)**.

*This resolution is signed by the Bids and Awards Committee this 8<sup>th</sup> day of September 2023.*

ISABELITA M. DAROYA, PhD  
BAC Member

PERPETUA V. BARONGAN, EdD  
BAC Member

JAIIME C. SIARNO, EdD  
BAC Member

Atty. JOSE O. OVIEDO  
Vice Chairperson

MARCIANO U. SORIANO, JR. CESO VI  
BAC Chairperson

APPROVED:

ROWENA C. BANZON, CESO V  
Schools Division Superintendent



**RESOLUTION No. 2023-0006-B**

**A RESOLUTION ADOPTING AND CONFIRMING THE TWG POST-QUALIFICATION EVALUATION REPORT AND DECLARING THE LEAST CALCULATED RESPONSIVE BID FOR THE PROJECT: REPAIR OF CLASSROOMS THROUGH QUICK RESPONSE FUND FY 2022 - North Central Elementary School**

**WHEREAS**, the Submission and Opening of Bids for the project, REPAIR OF CLASSROOMS THROUGH QUICK RESPONSE FUND FY 2022 - North Central Elementary School was held on September 7, 2023 at DepEd Dagupan City;

**WHEREAS**, the BAC through its Secretariat received One (1) bid proposal which was thoroughly examined for its eligibility requirements;

**WHEREAS**, the Technical Working Group (TWG) conducted post qualification and detailed bid evaluation on September 7, 2023 and the **Arithmetic Evaluation** of the bids is as follows;

Bidder Identification/Name	Bid as Read Amount (₱)
<b>ELMUEL JAY TRADING &amp; CONSTRUCTION</b>	Php 2,085,764.04

**WHEREAS**, the Correction of Bids is shown at the following **Abstract of Bids as Calculated**;

Bidder Identification/Name	Bid as Calculated Amount (₱)
<b>ELMUEL JAY TRADING &amp; CONSTRUCTION</b>	Php 2,086,111.66

**WHEREAS**, the committee adopts and confirms the post-qualification evaluation report of the TWG which shows that **ELMUEL JAY TRADING & CONSTRUCTION** the Single Least Calculated and Responsive Bidder (SLCRB);

**NOW, THEREFORE**, we the members of the Bids and Awards Committee hereby resolve, as it is hereby resolved to **adopt the TWG Detailed Bid Evaluation that the bidder with the Single Least Calculated and Responsive Bidder (SLCRB) is ELMUEL JAY TRADING & CONSTRUCTION** in the amount of **Two Million Eighty-Six Thousand One Hundred Eleven Pesos and Sixty-Six/100 (Php2,086,111.66)**.

*This resolution is signed by the Bids and Awards Committee this 13th day of September 2023.*

  
ISABELITA N. DAROYA, PhD  
BAC Member

  
PERPETUA V. BARONGAN, EdD  
BAC Member

  
JAIME C. SIAPNO, EdD  
BAC Member

  
Atty. JOSE O. OVIEDO  
Vice Chairperson

  
MARCIANO U. SORIANO, JR. CESO VI  
BAC Chairperson

APPROVED:

  
ROWENA C. BANZON, CESO V  
Schools Division Superintendent



**RESOLUTION No. 2023-0006-C**

A RESOLUTION **DECLARING SINGLE LEAST CALCULATED RESPONSIVE BIDDER AND RECOMMENDING APPROVAL OF AWARD TO ELMUEL JAY TRADING & CONSTRUCTION FOR THE REPAIR OF CLASSROOMS THROUGH QUICK RESPONSE FUND FY 2022 - North Central Elementary School**

**WHEREAS**, the Department of Education, Dagupan City Division is in need of a supplier for the REPAIR OF CLASSROOMS THROUGH QUICK RESPONSE FUND FY 2022 - North Central 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 **Two Million One Hundred Thousand Pesos (Php 2,100,000.00)**;

**WHEREAS**, the BAC through its Secretariat posted the Invitation to Bid at the PhilGEPS portal with Reference No. 10048579, at the Division website and at the conspicuous places of the Division Office on September 17, 2023;

**WHEREAS**, a Pre-Bid Conference was held on August 25, 2023 at the Conference Hall, DepEd Dagupan City and was attended by observers and prospective bidders;

**WHEREAS**, the Submission and Opening of Bids was held on September 7, 2023 at the Conference Hall, 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 September 8, 2023 to September 12, 2023 respectively;

**WHEREAS**, on September 12, 2023 through BAC Resolution No. 2022-0006-A and No. 2022-006-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 **REPAIR OF CLASSROOMS THROUGH QUICK RESPONSE FUND FY 2022 - North Central Elementary School** with the contract amount of **Two Million Eighty-Six Thousand One Hundred Eleven Pesos and Sixty-Six/100 (Php2,086,111.66)**.

*This resolution is signed by the Bids and Awards Committee this 14th day of September 2023.*

  
ISABELITA N. DAROYA, PhD  
BAC Member

  
PERPETUA V. BARONGAN, EdD  
BAC Member

  
JAIME C. SIARNO, EdD  
BAC Member

  
Atty. JOSE O. OVIEDO  
Vice Chairperson

  
MARCIANO U. SORIANO, JR. CESO VI  
BAC Chairperson

APPROVED:

  
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**

September 15, 2023

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

Dear Mr. Songcuan:

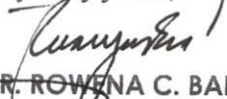
We wish to inform you that the Contract Agreement for the Project: **LOT 1: REPAIR OF CLASSROOMS- NORTH CENTRAL ELEMENTARY SCHOOL** with the contract amount of **Two Million Eighty Six Thousand One Hundred Eleven Pesos and 66/100 (Php 2,086,111.66)** has been approved.

You are now hereby notified to commence execution of works and shall fully complete all of the works within **90 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 L. MANZANO**  
ENGINEER III

**Award Accepted by:**

  
(Signature over Printed Name)

Date: SEP 15 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 *15th* day of *September* 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 1: REPAIR OF CLASSROOMS-NORTH CENTRAL ELEMENTARY SCHOOL** (hereinafter called "the Works") and the Entity has accepted the Bid for **Two Million Eighty Six Thousand One Hundred Eleven Pesos and 66/100 (Php 2,086,111.66)** 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 **Two Million Eighty Six Thousand One Hundred Eleven Pesos and 66/100 (Php 2,086,111.66)** or such other sums as may be ascertained, **ELMUEL JAY TRADING & CONSTRUCTION** agrees to **LOT 1: REPAIR OF CLASSROOMS- NORTH CENTRAL 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 U. SORIANO JR., 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**

**SEP 15 2023**

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

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

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

CONTRACTOR : VIRGILIO N. SONGCUAN

Government Issued ID : TIN No. 131-135-006-000  
 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. 190  
 Page No. 39  
 Book No. 16

*Seisya 2023*

*[Signature]*  
**ATTY. ALFREDO S. VELASCO, JR.**  
 NOTARY PUBLIC  
 UNTIL DECEMBER 31, 2023  
 SAC No. 17-2022 Dagupan City  
 ROLL No. 32722 TIN No. 109-942-874  
 TSP No. 668 12-29-22 Dagupan City  
 PTR No. 14284 01-03-2023 Dagupan City  
 NCELE BRANCH  
 Rm. 202, 3rd Flr. Fernandez Bldg.  
 Parac Blvd., Dagupan City

*[Signature]*  
**DR. MARCIANO U. SORIANO JR., CESO VI**  
 Witness for the Entity

*[Signature]*  
**DR. ROWENA C. BANZON, CESO V**  
 Schedule Division Superintendent

*[Signature]*  
**VIRGILIO N. SONGCUAN**  
 ELMUEL JAY TRADING AND CONSTRUCTION

*[Signature]*  
 Witness for the Contractor