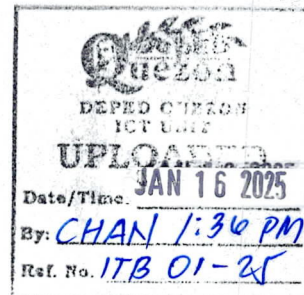




Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE



**Bids and Awards Committee**

**INVITATION TO BID**

PROJECT NO.: 2025-02-GOODS

**SUPPLY AND DELIVERY OF VARIOUS SUPPLIES, FURNITURE, ICT AND OFFICE EQUIPMENT Q1 OF FY 2025, LOT 2 (REPOST)**

1. The DepED - Division of Quezon, through the Funding Source, Government of the Philippines (GOP) intends to apply the sum of **ONE MILLION ONE HUNDRED TWENTY THOUSAND THREE HUNDRED SIXTY NINE PESOS & 00/100 (P1,120,369.00)** being the Approved Budget for the Contract (ABC) to eligible payments under the contract for the **SUPPLY AND DELIVERY OF VARIOUS SUPPLIES, FURNITURE, ICT AND OFFICE EQUIPMENT FOR Q1 OF FY 2025, Lot 2 (Repost)**. Bids received that exceed the ABC shall be rejected at bid opening.

PROJECT DESCRIPTION/ INTENDED COMPLETION DATE	ITEM NO.	ITEM DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT (PhP)	AMOUNT OF BIDDING DOCUMENTS (PhP)
<b>SUPPLY AND DELIVERY OF VARIOUS SUPPLIES, FURNITURE, ICT AND OFFICE EQUIPMENT FOR Q1 OF FY 2025, Lot No. 2 (Repost)/30 CD</b>	1	SEMI-EXPENDABLE-OFFICE FURNITURE, ICT & OFFICE EQUIPMENT	1,120,369.00	5,000.00
	<b>GRAND TOTAL</b>		1,120,369.00	

2. The DepED-Division of Quezon of Region IV-A, through its Bids and Awards Committee (BAC), now invites bids for the above-mentioned works. Prospective bidders must have an experience of having completed at least one (1) contract that is similar to the contract to be bid, and whose value, adjusted to current prices using the Philippine Statistics Authority (PS) consumer price indices, must be at least fifty percent (50%) of the ABC of the lot to be bid. The description of an

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
 Trunkline #: (042) 784-0366, (042) 784-0164,  
 (042) 784-0391, (042) 784-0321



Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE

eligible bidder is contained in the Bidding Documents, particularly, in Section II, Instruction to Bidders.

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.  
 Bidding is restricted to Filipino citizens/sole proprietor ships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.
  
4. Interested bidders may obtain further information from DepED – Division of Quezon and inspect the Bidding Documents at the address given below. A complete set of Bidding Documents may be purchased by interested Bidders and upon payment of a non-refundable fee for the Bidding Documents in the amount stated above. Only bidders who purchased the Bidding Documents will be allowed to submit bids (ITB 6.8).  
 Bidding Documents may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), [www.philgeps.gov.ph](http://www.philgeps.gov.ph), provided that bidders shall pay the fee for the Bidding Documents not later than the submission of their bids.
  
5. The Department of Education-Division of Quezon will hold a Pre-Bid Conference as shown on the calendar of activities below, which shall be open to prospective bidders.

Activity	Date & Time	Venue
Issuance of Bidding Documents	Jan. 16-17; 20-24; 27-31, 2025 Feb. 1-3, 2025 (9:00 am – 4:00 pm) Feb. 4, 2025 (9:00 am – 12:00 nn)	DepED-Division of Quezon, Talipan, Pagbilao, Quezon
Pre-Bid Conference	January 23, 2025 (1:30 pm)	DepED-Division of Quezon, Talipan, Pagbilao, Quezon and via google meet
Final Submission and Opening of Bids	February 4, 2025 (1:30 pm)	DepED-Division of Quezon, Talipan, Pagbilao, Quezon

6. Bids must be delivered to the address and on the date and time stated herein. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18. A valid Bid Securing Declaration must accompany the bid(s) in lieu of the bid security.  
 Bids will be opened in the presence of the bidders’ representatives who choose to attend the opening of bids at the address stated herein. Late bids shall not be accepted.  
 A product sample for consumable items shall be presented during post-qualification, unless a bidder states a specific brand of product that is proven and tested to be of good quality and value, a sample may not be required. For semi-expendable equipment, a brand and a complete specifications shall be declared on the bid proposal supported by a photo of the equipment.

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
 Trunkline #: (042) 784-0366, (042) 784-0164,  
 (042) 784-0391, (042) 784-0321



Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Only one (1) representative per bidder will be allowed entry into the venue / conference room.

**For the purpose of constituting a quorum**, both physical and virtual presence of the BAC members shall be considered pursuant to GPPB Resolution No. 09-2020.

7. The DepEd – Division of Quezon of Region IV-A reserves the right to accept or reject any and all bids, declare a failure of bidding, not award the contract(s) at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, or annul the bidding process without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:


**Joepe F. Falqueza**  
**BAC Chairman**  
**DepEd – Division of Quezon**  
**Talipan, Pagbilao, Quezon**  
**Contact No. 042-784-0366**

9. You may visit the following websites:

For downloading of Bidding Documents:

- PhilGEPS: <https://notices.philgeps.gov.ph/>
- DepEd-Quezon website: [www.depedquezon.com.ph](http://www.depedquezon.com.ph)

◀ SIGN

  
**JOEPI F. FALQUEZA**  
Asst. Schools Division Superintendent  
BAC Chairperson

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164,  
(042) 784-0391, (042) 784-0321

 DepEdTayoQuezon

 [www.depedquezon.com.ph](http://www.depedquezon.com.ph)

 [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)



Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE

**TECHNICAL SPECIFICATIONS**

ITEM NO.	ITEM DESCRIPTION	QUANTITY	UOM	UNIT PRICE	TOTAL AMOUNT
1	Air Conditioned Unit, 2HP, inverter, with free installation	2	unit	45,627.00	91,254.00
2	Steel Filing Cabinet, 4 drawers, heavy duty, with lock	3	unit	10,000.00	30,000.00
3	5-layer Wooden Open Shelf Cabinet, with divider, heavy duty (for archfile files)	2	unit	9,100.00	18,200.00
4	Office Chair, heavy duty	7	piece	2,890.00	20,230.00
5	Heavy duty swivel Chair with headrest, adjustable up to 7cm, with tilt-lock mechanism ergonomic	2	piece	2,890.00	5,780.00
6	Computer table, heavy duty	2	piece	4,500.00	9,000.00
7	Executive Table (140cm L x 70 cm W x 76 cm H), heavy duty	1	unit	16,750.00	16,750.00
8	Lateral Filing Cabinet, 3 drawers, steel	2	unit	15,264.00	30,528.00
9	Ergodynamic BOSS Chair Executive high back made of faux office chair, maximum weight capacity: 100kg, tilt lock function: 350mm base and PU casters, pneumatic height adjustment; 360 degrees swivel function: Ergonomic and dynamic whih will comfort and durability, color: brown	1	unit	10,300.00	10,300.00
10	Mobile Pedestal 3 drawer (w=50cm x L=39cm x H=50cm)	5	unit	5,450.00	27,250.00
11	Bookshelf, metal 4 layers, 120cm x 200cm x 40cm	1	piece	12,000.00	12,000.00
12	Dining Chair, cushioned seat covered upholstery, solid wood legs, 20.5"W x 24.5D x 32.5"H	4	piece	4,500.00	18,000.00
13	Ergonomic Wooden 2 layer computer monitor riser rack printer stand shelf, color: 4 wood style & 1 white; size: 23.6"x11.8"x21.6"	5	piece	2,000.00	10,000.00

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
 Trunkline #: (042) 784-0366, (042) 784-0164,  
 (042) 784-0391, (042) 784-0321

DepEdTayoQuezon

www.depedquezon.com.ph

quezon@deped.gov.ph



Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE

14	Adjustable under desk CPU holder, computer stand, computer mount, wall and desk mount, 360 degrees swivel, fits a variety, steel, capacity: 25kg; height 520mm, width adjustable: 190-250mm	5	piece	1,200.00	6,000.00
16	Printer Rack shelf with wheel, size: 55x40x131 cm (LWH), movable, color: white and natural	4	piece	2,878.00	11,512.00
17	Printer Shelving Home office Organizer, full black, 54x37x69cm	3	piece	2,000.00	6,000.00
18	Lifetime commercial folding table, 6ft.	1	piece	4,000.00	4,000.00
19	Office table	1	piece	4,500.00	4,500.00
<b>SE - OFFICE EQUIPMENT</b>					-
20	Paper Shredder	2	unit	18,500.00	37,000.00
21	Paper Trimmer/Cutting machine, table top, heavy duty	1	unit	2,300.00	2,300.00
22	Laminating Machine	1	unit	4,000.00	4,000.00
23	Window Korean Blinds, 60/80/100/120 width*160cm, venetian duo roller blinds office	4	piece	3,000.00	12,000.00
<b>SE- ICT EQUIPMENT</b>					-
24	Digital Voice Recorder	5	unit	3,657.00	18,285.00
25	Desktop, for Mid-Range Users	8	unit	23,400.00	187,200.00
26	External Hard Drive	23	piece	3,490.00	80,270.00
27	Computer Mouse, wireless	11	piece	330.00	3,630.00
28	MultiFunction printer	14	unit	13,780.00	192,920.00
29	Smart TV, 55", UHD, Dolby Vision	1	unit	19,950.00	19,950.00
30	Document Scanner	2	unit	29,900.00	59,800.00

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
 Trunkline #: (042) 784-0366, (042) 784-0164,  
 (042) 784-0391, (042) 784-0321



Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE

31	Speaker, Sonic Gear Quatro 2 B, driver: 2 built-in 2" sonicgear drive, Panel: 4 built-in bass reflex panel; Watts: Total RMS 6 watts;; Frequency response: 50Hz-20KHz; Power: 5V USB powered	3	piece	550.00	1,650.00
32	Wireless Keyboard and mouse combo (black)	12	piece	580.00	6,960.00
33	Winland Heavy duty extension wheel cable wire 10 meters	37	piece	1,800.00	66,600.00
34	Laptop Cooler (GCP500)	2	piece	1,500.00	3,000.00
35	Wifi Wireless connectors	3	piece	300.00	900.00
36	UPS, heavy duty, 650 VA	6	piece	2,800.00	16,800.00
37	Mouse Optical, USB connection, wired	10	piece	200.00	2,000.00
38	USB HUB to RJ45, Obdore Lan Network Adaptor 1000Mbps USB Gigabit Ethernet Adapter with USB 2.0/3.0 hub for laptop and PC	1	piece	450.00	450.00
39	All-in-one Printer, multi fucntional Integrated Ink Tank Printer (EPSON L320)	3	unit	12,000.00	36,000.00
40	Flash Drive 1 TB, metal waterproof high speed, U Disk pendrive	3	piece	650.00	1,950.00
41	Barcode scanner (with SDK and stand)	1	unit	3,500.00	3,500.00
42	PV ID printer package ( Printer, pigment ink CMYK 100ml, A3 size laminator, PVC Dle cutter, A4 size paper cutter, PVC ID materials, oblong ID puncher, wate hose installation, cleaning solution)	1	unit	18,000.00	18,000.00
43	High speed HDMI cable (for PC/laptop connector to samsung smart TV) 5 meters	2	piece	450.00	900.00
44	Video card, AMD radeon graphics card 8GB	1	piece	7,000.00	7,000.00
45	CD Reader	1	unit	1,000.00	1,000.00
46	Multimedia Projector	1	unit	5,000.00	5,000.00
	<b>TOTAL</b>				<b>1,120,369.00</b>

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
 Trunkline #: (042) 784-0366, (042) 784-0164,  
 (042) 784-0391, (042) 784-0321