



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

Bids and Awards Committee

DATE: September 23, 2021
RFQ NO. 2021-09-23-02

REQUEST FOR QUOTATION

The Department of Education, Division of Quezon, through its Bids and Awards Committee (BAC), will undertake Negotiated- SMALL VALUE PROCUREMENT for the **PROCUREMENT of VARIOUS OFFICE SUPPLIES, SEMI-EXPENDABLE FURNITURE AND FIXTURES, SEMI EXPENDABLE OTHER MACHINERY & EQUIPMENT FOR THE IMPLEMENTATION OF PROJECT DEVOLVE (REAL SUB-OFFICE) at DepEd-Division of Quezon**, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : **PROCUREMENT of VARIOUS OFFICE SUPPLIES, SEMI-EXPENDABLE FURNITURE AND FIXTURES, SEMI EXPENDABLE OTHER MACHINERY & EQUIPMENT FOR THE IMPLEMENTATION OF PROJECT DEVOLVE (REAL SUB-OFFICE) at DepEd-Division of Quezon**

Approved Budget for the : **Nine Hundred Ninety Two Thousand Nine Hundred Sixty Six Pesos and**

PROJECT DESCRIPTION/ INTENDED COMPLETION DATE	LOT NO.	ITEM DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT (PhP)
PROCUREMENT of VARIOUS OFFICE SUPPLIES, SEMI-EXPENDABLE FURNITURE AND FIXTURES, SEMI EXPENDABLE OTHER MACHINERY & EQUIPMENT FOR THE IMPLEMENTATION OF PROJECT DEVOLVE (REAL SUB-OFFICE) at DepEd-Division of Quezon	1	Semi Expendable- Furniture and Fixtures	P572,590.00
	2	Semi Expendable- Other Machinery & Equipment	P39,590.00
Grand- Total			P612,180.00

Technical Specification : See attached Annex "B" for Technical Specification

Location : Real Central School, Real, Quezon

Completion Period : 10 calendar days upon received of Notice to Proceed

DEPEDQUEZON-TM-SDS-04-025-003



"Creating Possibilities, Inspiring Innovations"

Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
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Interested suppliers are required to submit their valid and current Mayor's permit, Income/Business Tax Return (for ABCs above PhP500k), Philgeps Registration Number, Omnibus Sworn Statement, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor's/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation on per lot basis, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineation, erasures or overwriting shall be valid only if there are signed or initiated by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 9:00 a.m. of September 28, 2021 at DepED, Division of Quezon, Talipan, Pagbilao, Quezon. Please submit your quotation in a sealed envelope addressed to:

GREGORIO A. CO, JR.
BAC Chairman
Bids and Awards Committee
DepEd, Division of Quezon
Talipan, Pagbilao, Quezon

For inquiries, you may contact us at tel. nos. 042-784-0366 look for Hilariona E. Coronado or Danica May V. Jaranilla.

Very truly yours,

(SGD)GREGORIO A. CO, JR.

BAC Chairman

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LOT 1

Annex "A"

PRICE QUOTATION FORM

(Date)

The Bids and Awards Committee
DepED, Division of Quezon
Talipan, Pagbilao, Quezon

Sir/Madam:

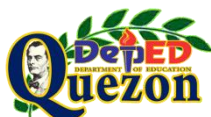
After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Technical Specifications	Quantity	Unit of Measures	Unit Price	Total Price
LOT 1 Semi Expendable-Furniture and Fixtures	Executive Table	3	Piece		
	Executive Chair (high back)	3	Piece		
	Office Table (28x48)	17	Piece		
	Office Swivel Chair (Ergonomic)	17	Piece		
	4-Seater Gang Chair w/backrest In-full Stainless Steel	4	Set		
	Steel Cabinet (4 drawers)	17	Piece		
	Heavy Duty Folding Bed	5	Piece		
	Folding Sofa Bed with Cushion	1	Set		
	TOTAL				

Total Amount in words: _____

Signature Over Printed Name of Representative

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LOT 2

Annex "A"

PRICE QUOTATION FORM

(Date)

The Bids and Awards Committee
DepED, Division of Quezon
Talipan, Pagbilao, Quezon

Sir/Madam:

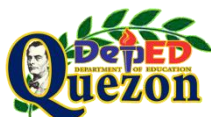
After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Technical Specifications	Quantity	Unit of Measures	Unit Price	Total Price
Lot 3- Semi- Expendable Other Machinery & Equipment	Automatic Temperature Scanner with Tripod	3	unit		
	Refrigerator (5 cu. Ft Two-Door Direct Cool Refrigerator Energy Efficient Compressor, consumes very minimal Electricity only 110 watts	2	unit		
	TOTAL				

Total Amount in words: _____

Signature Over Printed Name of Representative

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Annex "B"

Technical Specifications

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification".

Lot 1

Description	Technical Specifications	Unit of Measures	Statement of Compliance
LOT 1 Semi Expendable- Furniture and Fixtures	Executive Table	Piece	
	Executive Chair (high back)	Piece	
	Office Table (28x48)	Piece	
	Office Swivel Chair (Ergonomic)	Piece	
	4-Seater Gang Chair w/backrest In-full Stainless Steel	Set	
	Steel Cabinet (4 drawers)	Piece	
	Heavy Duty Folding Bed	Piece	
	Folding Sofa Bed with Cushion	Set	

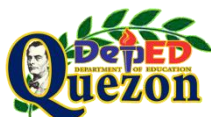
I hereby certify to comply with all the above Technical Specifications.

Name of Bidder

Signature Over Printed Name of Representative

Date

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Annex "B"

Technical Specifications

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification".

Lot 2

Description	Technical Specifications	Unit of Measures	Statement of Compliance
Semi- Expendable Other Machinery & Equipment- Lot 2	Automatic Temperature Scanner with Tripod	Unit	
	Refrigerator (5 cu. Ft Two-Door Direct Cool Refrigerator Energy Efficient Compressor, consumes very minimal Electricity only 110 watts	Unit	

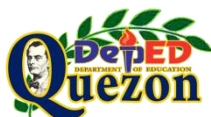
I hereby certify to comply with all the above Technical Specifications.

Name of Bidder

Signature Over Printed Name of Representative

Date

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CHECKLIST OF ELIGIBILITY AND TECHNICAL DOCUMENTS FOR SUBMISSION

Class “A” Documents

(1) Legal Documents

- PhilGEPS Registration
- Mayor's/Business Permit

Note: For individuals, only the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.

- Income/ Business Tax Return (for ABCs above P500k)

Note: PhilGEPS Platinum Certificate of Registration may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number.

(2) Technical Documents

- Omnibus Sworn Statement
- Authority of the Signatory

Class “B” Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable.