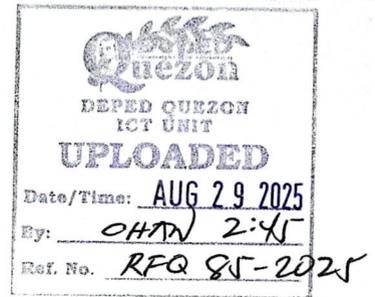




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



Bids and Awards Committee

RFQ No. 2025-66-RFOS
 Date: Aug 28, 2025

REQUEST FOR QUOTATION

The Department of Education, Division of Quezon, through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of Procurement through SMALL VALUE PROCUREMENT** for the “PRINTING AND BINDING OF TEST MATERIALS FOR DYNAMIC LEARNING PROGRAM (DLP) PILOT IMPLEMENTATION ASSESSMENT” in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184

- Name of Project** : PRINTING AND BINDING OF TEST MATERIALS FOR DYNAMIC LEARNING PROGRAM (DLP) PILOT IMPLEMENTATION ASSESSMENT
- Approved Budget for the Contract** : Two Hundred Eighty Six Thousand Nine Hundred Twenty One Pesos 25/100 Only (P286,921.25.00)
- Specifications** : See attached Annex “B” for the Technical Specifications
- Location** : Talipan, Pagbilao, Quezon
- Delivery Term** : 7 CD upon receipt of Purchase Order

Interested suppliers are required to submit their valid and current Mayor’s permit, Income/Business Tax Return (for ABCs above PhP500k), Philgeps Registration, DTI or SEC Registration, BIR Certificate of Registration and Original Notarized Omnibus Sworn Statement, and Original Special Power of Attorney of the Owner or all members of the joint venture giving full power and authority to its officer or designated person to sign the OSS and do acts to represent the Bidder, upon submission of quotation.

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

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

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

Submission of quotation and eligibility documents is on or before 10:00 a.m. of September 1, 2025 at DepED, Division of Quezon, Talipan, Pagbilao, Quezon. Please submit your quotation in a sealed envelope addressed to:

Joepe F. Falqueza
BAC Chairman
DepEd, Division of Quezon
Talipan, Pagbilao, Quezon

You may also download the quotation form at www.depedquezon.com.ph.

For inquiries, you may contact us at tel. no. 042-784-0366 and look for Hilariona E. Coronado.

Very truly yours,

JOEPI F. FALQUEZA
BAC Chairman

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

APPROVED BUDGET FOR THE CONTRACT

Project Description	LOT No.	Unit	Item Description	Quantity	Unit Cost (PhP)	Total Cost (PhP)
PRINTING AND BINDING OF TEST MATERIALS FOR DYNAMIC LEARNING PROGRAM (DLP) PILOT IMPLEMENTATION ASSESSMENT	1	PCS	PRINTING AND BINDING OF TEST MATERIALS FOR TEST BOOKLETS (GRADE 7 – 501 X 67 PAGES; GRADE 8 – 501 X 65 PAGES; GRADE 9 – 501 X 65 PAGES; GRADE 10 – 501 X 66 PAGES), WILL BE PRINTED AND BOUND TWICE (PRETEST AND POST TEST) TOTAL PAGES: 222,761 (TBs) Required technical specifications: - A4 size, 80gsm paper - Black Ink only - Standard Colored, clear print quality - Stapled Note: 1.25 per page	4008 (PER BOOKLET)	69.4738	278,451.25
		PCS	PRINTING OF TEST MATERIALS (ANSWER SHEETS)	6776 (PER PAGES)	1.25	8470.00

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

			(GRADE 7 – 501 X 1 PAGE [B2B]; GRADE 8 – 501 X 1 PAGE [B2B]; GRADE 9 – 501 X 1 PAGE [B2B]; GRADE 10 – 501 X 1 PAGE [B2B], WILL BE PRINTED THRICE (PRETEST, MIDTEST, AND POST TEST) TOTAL PAGES [B2B]: 6776 (ASs) REQUIRED TECHNICAL SPECIFICATIONS: - PRINTED ON LONG SIZE BOND PAPER, 100-200 GSM, BACK TO BACK PRINT - PRINT COLOR: BLACK INK ONLY - PRINT QUALITY: STANDARD, CLEAR PRINTS NOTE: 1.25 PER PAGE			
			GRAND TOTAL	286,921.25		

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

Annex "C"

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:

Project Description	LOT No.	Unit	Item Description	Quantity	Unit Cost (PhP)	Total Cost (PhP)
PRINTING AND BINDING OF TEST MATERIALS FOR DYNAMIC LEARNING PROGRAM (DLP) PILOT IMPLEMENTATION ASSESSMENT	1	PCS	PRINTING AND BINDING OF TEST MATERIALS FOR TEST BOOKLETS (GRADE 7 – 501 X 67 PAGES; GRADE 8 – 501 X 65 PAGES; GRADE 9 – 501 X 65 PAGES; GRADE 10 – 501 X 66 PAGES), WILL BE PRINTED AND BOUND TWICE (PRETEST AND POST TEST) TOTAL PAGES: 222,761 (TBs) Required technical specifications: <ul style="list-style-type: none"> - A4 size, 80gsm paper - Black Ink only - Standard Colored, clear print quality 	4008 (PER BOOKLET)		

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

		PCS	<p>- Stapled</p> <p>Note: 1.25 per page</p> <p>PRINTING OF TEST MATERIALS (ANSWER SHEETS)</p> <p>(GRADE 7 – 501 X 1 PAGE [B2B]; GRADE 8 – 501 X 1 PAGE [B2B]; GRADE 9 – 501 X 1 PAGE [B2B]; GRADE 10 – 501 X 1 PAGE [B2B], WILL BE PRINTED THRICE (PRETEST, MIDTEST, AND POST TEST) TOTAL PAGES [B2B]: 6776 (ASs)</p> <p>REQUIRED TECHNICAL SPECIFICATIONS:</p> <ul style="list-style-type: none">- PRINTED ON LONG SIZE BOND PAPER, 100-200 GSM, BACK TO BACK PRINT- PRINT COLOR: BLACK INK ONLY- PRINT QUALITY: STANDARD, CLEAR PRINTS <p>NOTE: 1.25 PER PAGE</p>	6776 (PER PAGES)		
			GRAND TOTAL			

TOTAL AMOUNT IN WORDS

Signature Over Printed Name of Bidder

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

Annex "D"

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".

Project Description	LOT No.	Unit	Item Description	Statement of Compliance
PRINTING AND BINDING OF TEST MATERIALS FOR DYNAMIC LEARNING PROGRAM (DLP) PILOT IMPLEMENTATION ASSESSMENT	1	PCS	PRINTING AND BINDING OF TEST MATERIALS FOR TEST BOOKLETS (GRADE 7 – 501 X 67 PAGES; GRADE 8 – 501 X 65 PAGES; GRADE 9 – 501 X 65 PAGES; GRADE 10 – 501 X 66 PAGES), WILL BE PRINTED AND BOUND TWICE (PRETEST AND POST TEST) TOTAL PAGES: 222,761 (TBs) Required technical specifications: A4 size, 80gsm paper Black Ink only Standard Colored, clear print quality Stapled Note: 1.25 per page PRINTING OF TEST MATERIALS (ANSWER SHEETS)	
		PCS		

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

		<p>(GRADE 7 – 501 X 1 PAGE [B2B]; GRADE 8 – 501 X 1 PAGE [B2B]; GRADE 9 – 501 X 1 PAGE [B2B]; GRADE 10 – 501 X 1 PAGE [B2B], WILL BE PRINTED THrice (PRETEST, MIDTEST, AND POST TEST) TOTAL PAGES [B2B]: 6776 (ASs)</p> <p>REQUIRED TECHNICAL SPECIFICATIONS:</p> <p>PRINTED ON LONG SIZE BOND PAPER, 100-200 GSM, BACK TO BACK PRINT PRINT COLOR: BLACK INK ONLY PRINT QUALITY: STANDARD, CLEAR PRINTS</p> <p>NOTE: 1.25 PER PAGE</p>
--	--	--

I hereby certify to comply with all the above technical specifications.

Name of Bidder

Signature Over Printed Name of Representative

Date

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

CHECKLIST OF ELIGIBILITY AND TECHNICAL DOCUMENTS FOR SUBMISSION

Class "A" Documents

1. Legal Documents

- Philgeps Registration
- Mayor's/Business Permit
- DTI or SEC Registration
- BIR Certificate of Registration (line of business shall be relevant to the kind of goods or services to be supplied)
- Income/Business Tax Return (for ABCs above 500k)

2. Technical Documents

- Notarized Omnibus Sworn Statement
- Authority of the Signatory
- Statement of Compliance to Technical Specifications

Class "B" Documents

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

Notes:

- 1. All documents must be prepared in two (2) sets of copies, one (1) original copy and one (1) photocopy*
- 2. The proposal shall be accompanied by the aforementioned documents, otherwise, non-submission of which shall result to disqualification of proposal.*
- 3. Documents must be fastened to avoid missing of pages and must be have ear tags for easy identification*

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