



Republic of the Philippines
Department of Education

REGIONAL OFFICE IX- ZAMBOANGA PENINSULA

REQUEST FOR QUOTATION

Date: February 20, 2024
RFQ No.: 2024-01-009

Name of Company: _____

Address: _____

Name of Store/Shop: _____

Address: _____

TIN: _____

PhilGEPS Registration Number (*required*): _____

The Department of Education - Regional Office IX, through its Bids and Awards Committee (BAC), intends to procure for Procurement of Contract of Service for the Repair and Maintenance of all the official service vehicles of the DepEd Regional Office - IX in accordance with Section 53.9 NEGOTIATED PROCUREMENT – SMALL VALUE of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **2:00 PM, February 28, 2024**. Along with the quotation/proposal, kindly submit a copy of your PhilGEPS Registration Number and Mayor's/Business Permit.

A valid **Certificate of PhilGEPS Registration** (Platinum Membership) may be submitted in lieu of the Mayor's/Business Permit.

A notarized **Omnibus Sworn Statement** (GPPB-prescribed form) will also be required to be submitted prior to award.

Open quotations may be submitted, manually or through facsimile or email at the address indicated below.

For any clarification, you may email us at region9.bac@deped.gov.ph

DR. GREGORIO CYRUS R. ELEJORDE, CESO V
BAC Chairman

RO-ASD-F051



region9@deped.gov.ph

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www.depedro9.info | www.ro9-deped.com

www.facebook.com/DEPEDREGION9

[Pres. Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City, 7016](#)

Instructions:
(1) All Technical Specifications are mandatory, unless stated otherwise. Failure to comply with any of the mandatory requirements will disqualify your quotation.
(2) All items are to be supplied in accordance with the specifications mentioned in the Bill of Materials (BOM) attached to this quotation.

ABC
PST9,000.00

BEEDER'S STATEMENT OF COMPLIANCE
Please fill up with either:
"Comply" or "Not Comply"

TECHNICAL SPECIFICATIONS

Table with columns: ITEM, YES, NO, BRAND NAME/REMARKS. Lists various vehicle components and services for TOYOTA ANAXIA, TOYOTA INNOVA, and MITSUBISHI STRADA.

Terms of Payment: Payment to be made through L2204P A/C Debit Transfer facility...
Payment Details: Banking Institution, Account Number, Account Name, Branch.

YOUR QUOTATION

Summary of Approved Budget and Offered Quotation table with columns: Item, Qty, Unit, Unit Price, Total, Brand. Lists quantities and prices for various vehicle items.

Subject to the need and requirements of the General Check to be filled up for all the official service vehicles...
Job order reference: 2024-10-001

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation(s) must be *valid for a period of thirty (30) calendar days* from the date of submission.
3. Price quotation(s), to be denominated in Philippine peso include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative(s).
7. The item(s) shall be delivered according to the requirements specified in the Technical Specifications.
8. The Technical Working Group (TWG) shall have the right to inspect and/or test the item(s)/goods to confirm their conformity to the technical specifications.
9. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the BAC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 10. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor. Our Government Servicing Bank, i.e, the Land Bank of the Philippines, shall credit the amount due to the contractor's identified bank account not earlier than twenty four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**
11. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The BAC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other course of action and remedies open to it.

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address



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CANVASS FORM

This is to certify that I have received from the canvasser of the DepEd RO-IX, Regional Government Center, Balintawak, Pagadian City, a copy of RFQ No. 2024-01-009 dated February 20, 2024 as indicated by my signature hereunder.

Bidder/Supplier/Dealer	Name	Signature	Date

I HEREBY CERTIFY THAT I HAVE DELIVERED A COPY OF RFQ No. 2024-01-009 dated February 20, 2024 to be opened on February 28, 2024 to the above bidders/suppliers/dealers.

ARSENIA S. SAGARAY
 Canvasser

RO-ASD-F043



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