



Republic of the Philippines
Department of Education
REGIONAL OFFICE IX- ZAMBOANGA PENINSULA

Date: December 16, 2024
 RFQ No.: 2024-12-289

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 Polo Shirt, Bull Cap, and Banner to be used in the conduct of 2025 ZPRAA Qualifying Meet on February 23-28, 2025 at Siocon, Zamboanga del Norte 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, December 23, 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



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 Pres. Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City, 7016

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Polo Shirt, Bull Cap, and Banner to be used in the conduct of 2025 ZPRAA Qualifying Meet on February 23-28, 2025 at Siocon, Zamboanga del Norte	ABC	₱900,000.00
BIDDER'S STATEMENT OF COMPLIANCE		Please fill up with either: "Comply" or "Not Comply"
TECHNICAL SPECIFICATIONS		
TECHNICAL SPECIFICATIONS: (Please check the box for the availability of the specifications)	STATEMENT OF COMPLIANCE ("Comply" or "Not Comply")	REMARKS: Offered Technical Specifications / Services
POLO SHIRTS WITH COLLAR Print Type: CUSTOMIZED FULL SUBLIMATION Fabric: 100% Polyester Sizes: XS-3XL (True to Size)		
CUSTOMIZED BULL CAP (GOOD QUALITY) Cap Type: CURVED TYPE VISOR Print Type: CUSTOMIZED PRINT Fabric: 100% POLYESTER Visor Material: PLASTIC IN THE MIDDLE *6 Panel Crown Netted *6 Eyelets with Botton Above *Sandwich Type Curved Visor		
CUSTOMIZED DIVISION BANNER (8 Divisions 2 Sets) Size: 5 ft in length, 3 ft in width Print Type: CUSTOMIZED FULL SUBLIMATION (BACK TO BACK) with Tassel wrap around the side/corner Fabric: 100% Polyester		
CUSTOMIZED ZPRAA BANNER Size: 5 ft in length, 3ft in width Print Type: Color Red Patched Letterings, Font: Bookman Old Style back-to-back Fabric: Thick Silky/Shiny Cloth White with ZPRAA lettering back-to-back -With Tassel, Wrap around the sides/corner		
CUSTOMIZED REGIONAL BANNER -5 ft in length, 3ft in width -Office Seal/Logo, 18-20 inches in diameter, Embroidered/Rubberized, Back-to-Back -Cloth Red and White, Silky/Shiny for the back-to-back -With Tassel, Wrap around the sides/corner -Patched Letterings, Badge letter patches/rubberized, Font: Bookman Old Style, Font color white outline font Color: black, back-to-back -with eyelets, 20-30mm, heavy duty		
II. OTHER REQUIREMENTS:		
-Supplier must provide chart/matrix of sizes to be used as guide (XS, S, M, L, XL, 2XL, 3XL) upon submission of quotation.		
- Product samples shall be delivered and received by the BAC within five (5) calendar days upon receipt of the Notice of Lowest Calculated Bid (LCB).		
III. DELIVERY REQUIREMENT:		

- Items shall be delivered within 30 CD upon receipt of the Purchase Order		
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***** nothing follows *****

Terms of Payment:

Payment shall be made through LDDAP-ADA/Bank Transfer facility, within thirty (30) days after Submission of Billing and User Acceptance of the product. Bank Transfer fee shall be charged against the creditor's account.

Payment Details:

Banking Institution: _____
 Account Number: _____
 Account Name: _____
 Branch: _____

YOUR QUOTATION:

Summary of Approved Budget				Offered Quotation			
Item	Qty.	Unit	Unit Price	Item	Qty.	Unit Price	Total
POLO SHIRTS WITH COLLAR Print Type: CUSTOMIZED FULL SUBLIMATION Fabric: 100% Polyester Sizes: XS-3XL (True to Size)	1200	pcs.	450.00	POLO SHIRTS WITH COLLAR Print Type: CUSTOMIZED FULL SUBLIMATION Fabric: 100% Polyester Sizes: XS-3XL (True to Size)	1200		
CUSTOMIZED BULL CAP (GOOD QUALITY) Cap Type: CURVED TYPE VISOR Print Type: CUSTOMIZED PRINT Fabric: 100% POLYESTER Visor Material: PLASTIC IN THE MIDDLE *6 Panel Crown Netted *6 Eyelets with Botton Above *Sandwich Type Curved Visor	1200	pcs.	210.00	CUSTOMIZED BULL CAP (GOOD QUALITY) Cap Type: CURVED TYPE VISOR Print Type: CUSTOMIZED PRINT Fabric: 100% POLYESTER Visor Material: PLASTIC IN THE MIDDLE *6 Panel Crown Netted *6 Eyelets with Botton Above *Sandwich Type Curved Visor	1200		
CUSTOMIZED DIVISION BANNER (8 Divisions 2 Sets) Size: 5 ft in length, 3 ft in width Print Type: CUSTOMIZED FULL SUBLIMATION (BACK TO BACK) with Tassel wrap around the side/corner Fabric: 100% Polyester	16	pcs.	2,000.00	CUSTOMIZED DIVISION BANNER (8 Divisions 2 Sets) Size: 5 ft in length, 3 ft in width Print Type: CUSTOMIZED FULL SUBLIMATION (BACK TO BACK) with Tassel wrap around the side/corner Fabric: 100% Polyester	16		
CUSTOMIZED ZPRAA BANNER Size: 5 ft in length, 3ft in width Print Type: Color Red Patched Letterings, Font: Bookman Old Style back-to-back Fabric: Thick Silky/Shiny Cloth White with ZPRAA lettering back-to-back -With Tassel, Wrap around the sides/corner	2	pcs.	9,500.00	CUSTOMIZED ZPRAA BANNER Size: 5 ft in length, 3ft in width Print Type: Color Red Patched Letterings, Font: Bookman Old Style back-to-back Fabric: Thick Silky/Shiny Cloth White with ZPRAA lettering back-to-back -With Tassel, Wrap around the sides/corner	2		

<p>CUSTOMIZED REGIONAL BANNER -5 ft in length, 3ft in width -Office Seal/Logo, 18-20 inches in diameter, Embroidered/Rubberized, Back-to-Back -Cloth Red and White, Silky/Shiny for the back-to-back -With Tassel, Wrap around the sides/corner -Patched Letterings, Badge letter patches/rubberized, Font: Bookman Old Style, Font color white outline font Color: black, back-to-back -with eyelets, 20-30mm, heavy duty</p>	6	pcs.	9,500.00	<p>CUSTOMIZED REGIONAL BANNER -5 ft in length, 3ft in width -Office Seal/Logo, 18-20 inches in diameter, Embroidered/Rubberized, Back-to-Back -Cloth Red and White, Silky/Shiny for the back-to-back -With Tassel, Wrap around the sides/corner -Patched Letterings, Badge letter patches/rubberized, Font: Bookman Old Style, Font color white outline font Color: black, back-to-back -with eyelets, 20-30mm, heavy duty</p>	6		
						Total:	
*** nothing follows ***							

TERMS AND CONDITIONS:

Board and lodg 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



Republic of the Philippines
Department of Education
REGIONAL OFFICE IX- ZAMBOANGA PENINSULA

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. 2024-12-289** dated **December 16, 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. 2024-12-289** dated **December 16, 2024** to be opened on **December 23, 2024** to the above bidders/suppliers/dealers.

ARSENIA S. SAGARAY
 Canvasser



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 Pres. Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City, 7016

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Certificate No. PHIP QMS 24 03 0107