



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

Date: January 23, 2025
 RFQ No.: 2025-01-006

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 Service Provider for the Repair and Maintenance of all official service vehicles of the DepEd Regional Office IX for FY 2025 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, January 28, 2025**. Along with the quotation/proposal, kindly submit a copy of your PhilGEPS Registration Number and Mayor's/Business Permit.

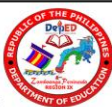
A valid **Certificate of PhilGEPS Registration** (Platinum Membership) may be submitted in lieu of the Mayor's/Business Permit.

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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Procurement of Service Provider for the Repair and Maintenance of all official service vehicles of the DepEd Regional Office IX for FY 2025	ABC	₱600,000.00
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
Contract of Service Provider for the Preventive Maintenance Servicing (PMS) and possible Repairs of the Service Vehicles		
January to December 2025		
Preventive Maintenance Servicing:		
Frequency: Quarterly		
February 2025, May 2025, August 2025 & November 2025 and/or as the need requires		
TOYOTA HI-ACE (A9 Y209)		
TOYOTA HI-ACE (PO F340)		
TOYOTA HI-ACE (P5 Y896)		
Inclusion:		
Materials		
Brake Cleaner, 12 pcs.		
Engine Flush, 24 liters		
Fuel Filter, 12 pcs		
Engine Oil (7 liters/quarter/Service Vehicle), 84 liters		
Labor		
Engine Change Oil		
Replace Fuel Filter		
Brake Cleaning		
TOYOTA AVANZA (A9F-819)		
Inclusion:		
Materials		
Brake Cleaner, 4 pcs		
Engine Flush, 8 liters		
Oil Filter, 4 pcs		
Engine Oil, 16 liters		
Labor		
Brake Cleaning		
Engine Change Oil		
Replace Fuel Filter		
TOYOTA INNOVA (092006)		
Inclusion:		
Materials		
Brake Cleaner, 4 pcs		
Engine Flush , 8 liters		
Fuel Filter, 4pcs		

Engine Oil, 16 liters		
Labor		
Brake Cleaning		
Engine Change Oil		
Replace Fuel Filter		
MITSUBISHI STRADA (B6-T490)		
MITSUBISHI STRADA (092009)		
Inclusion:		
Materials		
Brake Cleaner, 8 pcs		
Engine Flush, 16 liters		
Fuel Filter, 8 liters		
Engine Oil (7 liters/quarter/Service Vehicle), 56 liters		
Labor		
Engine Change Oil		
Replace Fuel Filter		
Brake Cleaning		
Minor/Major Repairs:		
Inclusive of Installation/Labor and Materials		
Tire Branded		
TOYOTA AVANZA (A9F-819), 185x70xR14		
TOYOTA INNOVA (TMI 916), 205/65/R15		
TOYOTA HI-ACE (A9 Y209), 195 R15		
TOYOTA HI-ACE (PO F340), 195 R15		
TOYOTA HI-ACE (P5 Y896), 195 R15		
MITSUBISHI STRADA (B6-T490), 265/60 R18, All Terrain		
MITSUBISHI STRADA (092009), 265/60 R17, All Terrain		
Brake Pads Branded (Original)		
TOYOTA AVANZA (A9F-819)		
MITSUBISHI STRADA (B6-T490)		
TOYOTA HI-ACE (A9 Y209)		
TOYOTA HI-ACE (PO F340)		
TOYOTA HI-ACE (P5 Y896)		
TOYOTA INNOVA (TMI 916)		
MITSUBISHI STRADA (092009)		
Brake Shoe		
TOYOTA HI-ACE (A9 Y209)		
TOYOTA HI-ACE (PO F340)		
TOYOTA HI-ACE (P5 Y896)		
MITSUBISHI STRADA (B6-T490)		
Battery Branded		
TOYOTA AVANZA (A9F-819)		
MITSUBISHI STRADA (B6-T490)		
TOYOTA HI-ACE (A9 Y209)		
TOYOTA HI-ACE (PO F340)		
TOYOTA HI-ACE (P5 Y896)		
TOYOTA INNOVA (TMI 916)		

MITSUBISHI STRADA (092009)		
Generator Set		
Provision/s:		
- Free Use of the Amenities		
- Free Check Up		

*** 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
Contract of Service Provider for the Preventive Maintenance Servicing (PMS) and possible Repairs of the Service Vehicles				Contract of Service Provider for the Preventive Maintenance Servicing (PMS) and possible Repairs of the Service Vehicles			
January to December 2025				January to December 2025			
Preventive Maintenance Servicing:				Preventive Maintenance Servicing:			
Frequency: Quarterly				Frequency: Quarterly			
February 2025, May 2025, August 2025 & November 2025 and/or as the need requires				February 2025, May 2025, August 2025 & November 2025 and/or as the need requires			
TOYOTA HI-ACE (A9 Y209)	4	Packs	6,493.00	TOYOTA HI-ACE (A9 Y209)	4		
TOYOTA HI-ACE (PO F340)	4	Packs	6,493.00	TOYOTA HI-ACE (PO F340)	4		
TOYOTA HI-ACE (P5 Y896)	4	Packs	6,493.00	TOYOTA HI-ACE (P5 Y896)	4		
Inclusion:				Inclusion:			
Materials				Materials			
Brake Cleaner, 12 pcs.				Brake Cleaner, 12 pcs.			
Engine Flush, 24 liters				Engine Flush, 24 liters			
Fuel Filter, 12 pcs				Fuel Filter, 12 pcs			
Engine Oil (7 liters/quarter/Service Vehicle), 84 liters				Engine Oil (7 liters/quarter/Service Vehicle), 84 liters			
Labor				Labor			
Engine Change Oil				Engine Change Oil			
Replace Fuel Filter				Replace Fuel Filter			
Brake Cleaning				Brake Cleaning			
TOYOTA AVANZA (A9F-819)	4	Packs	4,089.00	TOYOTA AVANZA (A9F-819)	4		
Inclusion:				Inclusion:			

Materials				Materials			
Brake Cleaner, 4 pcs				Brake Cleaner, 4 pcs			
Engine Flush, 8 liters				Engine Flush, 8 liters			
Oil Filter, 4 pcs				Oil Filter, 4 pcs			
Engine Oil, 16 liters				Engine Oil, 16 liters			
Labor				Labor			
Brake Cleaning				Brake Cleaning			
Engine Change Oil				Engine Change Oil			
Replace Fuel Filter				Replace Fuel Filter			
TOYOTA INNOVA (092006)	4	Packs	4,089.00	TOYOTA INNOVA (092006)	4		
Inclusion:				Inclusion:			
Materials				Materials			
Brake Cleaner, 4 pcs				Brake Cleaner, 4 pcs			
Engine Flush , 8 liters				Engine Flush , 8 liters			
Fuel Filter, 4pcs				Fuel Filter, 4pcs			
Engine Oil, 16 liters				Engine Oil, 16 liters			
Labor				Labor			
Brake Cleaning				Brake Cleaning			
Engine Change Oil				Engine Change Oil			
Replace Fuel Filter				Replace Fuel Filter			
MITSUBISHI STRADA (B6-T490)	4	Packs	6,769.00	MITSUBISHI STRADA (B6-T490)	4		
MITSUBISHI STRADA (092009)	4	Packs	6,769.00	MITSUBISHI STRADA (092009)	4		
Inclusion:				Inclusion:			
Materials				Materials			
Brake Cleaner, 8 pcs				Brake Cleaner, 8 pcs			
Engine Flush, 16 liters				Engine Flush, 16 liters			
Fuel Filter, 8 liters				Fuel Filter, 8 liters			
Engine Oil (7 liters/quarter/Service Vehicle), 56 liters				Engine Oil (7 liters/quarter/Service Vehicle), 56 liters			
Labor				Labor			
Engine Change Oil				Engine Change Oil			
Replace Fuel Filter				Replace Fuel Filter			
Brake Cleaning				Brake Cleaning			
Minor/Major Repairs:				Minor/Major Repairs:			
Inclusive of Installation/Labor and Materials				Inclusive of Installation/Labor and Materials			
Tire Branded				Tire Branded			
TOYOTA AVANZA (A9F-819), 185x70xR14	4	pcs	5,450.00	TOYOTA AVANZA (A9F-819), 185x70xR14	4		
TOYOTA INNOVA (TMI 916), 205/65/R15	4	pcs	6,350.00	TOYOTA INNOVA (TMI 916), 205/65/R15	4		
TOYOTA HI-ACE (A9 Y209), 195 R15	4	pcs	7,700.00	TOYOTA HI-ACE (A9 Y209), 195 R15	4		
TOYOTA HI-ACE (PO F340), 195 R15	4	pcs	7,700.00	TOYOTA HI-ACE (PO F340), 195 R15	4		
TOYOTA HI-ACE (P5 Y896), 195 R15	4	pcs	7,700.00	TOYOTA HI-ACE (P5 Y896), 195 R15	4		

MITSUBISHI STRADA (B6-T490), 265/60 R18, All Terrain	4	Pcs	17,900.00	MITSUBISHI STRADA (B6-T490), 265/60 R18, All Terrain	4		
MITSUBISHI STRADA (092009), 265/60 R17, All Terrain	4	Pcs	17,950.00	MITSUBISHI STRADA (092009), 265/60 R17, All Terrain	4		
Brake Pads Branded (Original)				Brake Pads Branded (Original)			
TOYOTA AVANZA (A9F-819)	2	set	2,200.00	TOYOTA AVANZA (A9F-819)	2		
MITSUBISHI STRADA (B6-T490)	2	set	7,350.00	MITSUBISHI STRADA (B6-T490)	2		
TOYOTA HI-ACE (A9 Y209)	2	set	2,550.00	TOYOTA HI-ACE (A9 Y209)	2		
TOYOTA HI-ACE (PO F340)	2	set	2,550.00	TOYOTA HI-ACE (PO F340)	2		
TOYOTA HI-ACE (P5 Y896)	2	set	2,550.00	TOYOTA HI-ACE (P5 Y896)	2		
TOYOTA INNOVA (TMI 916)	2	set	3,650.00	TOYOTA INNOVA (TMI 916)	2		
MITSUBISHI STRADA (092009)	2	set	7,350.00	MITSUBISHI STRADA (092009)	2		
Brake Shoe				Brake Shoe			
TOYOTA HI-ACE (A9 Y209)	1	set	3,770.00	TOYOTA HI-ACE (A9 Y209)	1		
TOYOTA HI-ACE (PO F340)	2	set	3,770.00	TOYOTA HI-ACE (PO F340)	2		
TOYOTA HI-ACE (P5 Y896)	1	set	3,770.00	TOYOTA HI-ACE (P5 Y896)	1		
MITSUBISHI STRADA (B6-T490)	1	set	3,860.00	MITSUBISHI STRADA (B6-T490)	1		
Battery Branded				Battery Branded			
TOYOTA AVANZA (A9F-819)	1	unit	6,580.00	TOYOTA AVANZA (A9F-819)	1		
MITSUBISHI STRADA (B6-T490)	1	unit	10,850.00	MITSUBISHI STRADA (B6-T490)	1		
TOYOTA HI-ACE (A9 Y209)	1	unit	9,750.00	TOYOTA HI-ACE (A9 Y209)	1		
TOYOTA HI-ACE (PO F340)	1	unit	9,750.00	TOYOTA HI-ACE (PO F340)	1		
TOYOTA HI-ACE (P5 Y896)	1	unit	9,750.00	TOYOTA HI-ACE (P5 Y896)	1		
TOYOTA INNOVA (TMI 916)	1	unit	8,500.00	TOYOTA INNOVA (TMI 916)	1		
MITSUBISHI STRADA (092009)	1	unit	10,850.00	MITSUBISHI STRADA (092009)	1		
Generator Set	1	unit	10,850.00	Generator Set	1		
Provision/s:				Provision/s:			
- Free Use of the Amenities				- Free Use of the Amenities			
- Free Check Up				- Free Check Up			
						Total:	
*** nothing follows ***							

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



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. 2025-01-006** dated **January 23, 2025** as indicated by my signature hereunder.

Bidder/Supplier/Dealer	Name	Signature	Date

I HEREBY CERTIFY THAT I HAVE DELIVERED A COPY OF **RFQ No. 2025-01-006** dated **January 23, 2025** to be opened on **January 28, 2025** to the above bidders/suppliers/dealers.

ARSENIA S. SAGARAY
 Canvasser