



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

Date: January 23, 2025
 RFQ No.: 2025-01-010

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 Repair and Preventive Maintenance of all air-conditioning units of DepEd RO-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, January 28, 2025**. Along with the quotation/proposal, kindly submit a copy of your PhilGEPS Registration Number and Mayor's/Business Permit.

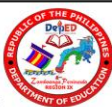
A valid **Certificate of PhilGEPS Registration** (Platinum Membership) may be submitted in lieu of the Mayor's/Business Permit.

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



region9@deped.gov.ph
 (062) 945-3329 | 09482076710 | 09152475207
 www.depedro9.info | www.ro9-deped.com
 www.facebook.com/DEPEDREGION9
 Pres. Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City, 7016

Doc. Ref. Code	RO-ASD-F051	Rev	00
Effectivity	11.23.2023	Page	1 of 1



Repair and Preventive Maintenance of all air-conditioning units of DepEd RO-IX	ABC	₱202,610.00
---	------------	--------------------

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
Service Provider for the Preventive Maintenance and possible Repairs of Office Equipment Airconditiong Units (ACUs)		
Contract of Service Provider		
January 01 - December 31, 2025		
General Cleaning		
Frequency: Quarterly February 2025, May 2025, August 2025 & November 2025 and/or as the need requires		
Window Type		
Split Type		
3-Tonner Type		
Freon Recharging		
Frequency: Once a Year and/or as the need only requires.		
Window Type		
Split Type		
3-Tonner Type		
Re/Installation of ACUs		
Frequency: As the need only requires.		
Split Type		
3-Tonner Type		
Repair Minor/Major		
Frequency: As the need only requires.		
Replace Capacitor		
Window Type		
Split Type		
3-Tonner Type		
Replace Fan Capacitor		
Window Type		
Split Type		
3-Tonner Type		
Replace mother board		
Split Type		
3-Tonner Type		
Replace Compressor		
Split Type		
3-Tonner Type		
Electrical, Etc.		
Window Type		

Split Type		
3-Tonner Type		
PROVISIONS/CONDITIONS:		
For Item Descriptions for Property Number 2, 3, and 4 are all subject for actual repair/s and replacement/s.		

*** 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
Service Provider for the Preventive Maintenance and possible Repairs of Office Equipment - Airconditioning Units (ACUs)				Service Provider for the Preventive Maintenance and possible Repairs of Office Equipment - Airconditioning Units (ACUs)			
Contract of Service Provider				Contract of Service Provider			
January 01 - December 31, 2025				January 01 - December 31, 2025			
General Cleaning				General Cleaning			
Frequency: Quarterly February 2025, May 2025, August 2025 & November 2025 and/or as the need requires				Frequency: Quarterly February 2025, May 2025, August 2025 & November 2025 and/or as the need requires			
Window Type	30	Unit	400.00	Window Type	30		
Split Type	57	Unit	680.00	Split Type	57		
3-Tonner Type	42	Unit	850.00	3-Tonner Type	42		
Freon Recharging				Freon Recharging			
Frequency: Once a Year and/or as the need only requires.				Frequency: Once a Year and/or as the need only requires.			
Window Type	1	Unit	2,500.00	Window Type	1		
Split Type	1	Unit	4,500.00	Split Type	1		
3-Tonner Type	1	Unit	6,500.00	3-Tonner Type	1		
Re/Installation of ACUs				Re/Installation of ACUs			
Frequency: As the need only requires.				Frequency: As the need only requires.			
Split Type	1	Unit	4,500.00	Split Type	1		
3-Tonner Type	1	Unit	6,500.00	3-Tonner Type	1		
Repair Minor/Major				Repair Minor/Major			
Frequency: As the need only requires.				Frequency: As the need only requires.			
Replace Capacitor				Replace Capacitor			
Window Type	1	Unit	1,200.00	Window Type	1		

Split Type	1	Unit	1,800.00	Split Type	1		
3-Tonner Type	1	Unit	1,800.00	3-Tonner Type	1		
Replace Fan Capacitor				Replace Fan Capacitor			
Window Type	1	Unit	850.00	Window Type	1		
Split Type	1	Unit	1,200.00	Split Type	1		
3-Tonner Type	1	Unit	1,200.00	3-Tonner Type	1		
Replace mother board				Replace mother board			
Split Type	1	Unit	12,800.00	Split Type	1		
3-Tonner Type	1	Unit	16,500.00	3-Tonner Type	1		
Replace Compressor				Replace Compressor			
Split Type	1	Unit	18,500.00	Split Type	1		
3-Tonner Type	1	Unit	28,000.00	3-Tonner Type	1		
Electrical, Etc.				Electrical, Etc.			
Window Type	1	Unit	1,500.00	Window Type	1		
Split Type	1	Unit	2,800.00	Split Type	1		
3-Tonner Type	1	Unit	3,500.00	3-Tonner Type	1		
PROVISIONS/CONDITIONS:				PROVISIONS/CONDITIONS:			
For Item Descriptions for Property Number 2, 3, and 4 are all subject for actual repair/s and replacement/s.				For Item Descriptions for Property Number 2, 3, and 4 are all subject for actual repair/s and replacement/s.			
						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. 2025-01-010** 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. 2025-01-010** dated **January 23, 2025** to be opened on **January 28, 2025** to the above bidders/suppliers/dealers.

ARSENIA S. SAGARAY
 Canvasser