



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

Date: February 4, 2025
 RFQ No.: 2025-01-016

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 Supplies to be used during the conduct of DepEd DBM Coordinated (Face to Face) Full Year Agency Performance Review for FY 2024 and Full Time Delivery Unit (FDU) Meeting on February 12, 2025 at 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, February 10, 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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Supplies to be used during the conduct of DepEd DBM Coordinated (Face to Face) Full Year Agency Performance Review for FY 2024 and Full Time Delivery Unit (FDU) Meeting on February 12, 2025 at Zamboanga del Norte	ABC	₱4,000.00
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BIDDER'S STATEMENT OF COMPLIANCE	Please fill up with either: "Comply" or "Not Comply"
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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
Tarpaulin (4 feet x 8 feet)		
Bondpaper A4 Size (80 gsm)		
Ink Cartridge Epson 003, Black		
Packing Tape, width: 2 inches		
Alcohol 70% Isopropyl Solution - 500 ml not scented, antiseptic disinfectant, hypoallergenic with moisturizer		
Alkaline Battery Double A (2 pcs pack) 10x longer lasting power		

*** 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
Tarpaulin (4 feet x 8 feet)	1	pc	1,090.00	Tarpaulin (4 feet x 8 feet)	1		
Bondpaper A4 Size (80 gsm)	3	ream	260.00	Bondpaper A4 Size (80 gsm)	3		
Ink Cartridge Epson 003, Black	4	pcs	285.00	Ink Cartridge Epson 003, Black	4		
Packing Tape, width: 2 inches	3	roll	50.00	Packing Tape, width: 2 inches	3		
Alcohol 70% Isopropyl Solution - 500 ml not scented, antiseptic disinfectant, hypoallergenic with moisturizer	4	bottle	180.00	Alcohol 70% Isopropyl Solution - 500 ml not scented, antiseptic disinfectant, hypoallergenic with moisturizer	4		
Alkaline Battery Double A (2 pcs pack) 10x longer lasting power	1	pack	120.00	Alkaline Battery Double A (2 pcs pack) 10x longer lasting power	1		
						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. 2025-01-016** dated **February 4, 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. 2025-01-016** dated **February 4, 2025** to be opened on **February 10, 2025** to the above bidders/suppliers/dealers.

ARSENIA S. SAGARAY
 Canvasser