



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

Date: November 12, 2025
 RFQ No.: 2025-11-375

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 Installation of Outer Window Ledgers/Mini-Balcony with the Provision of Grilles across Office Facade for Building Improvement and Maintenance in accordance with Section 34 Small Value Procurement of the RA 12009.

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 **1:30 PM, November 20, 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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Installation of Outer Window Ledgers/Mini-Balcony with the Provision of Grilles across Office Facade for Building Improvement and Maintenance				ABC	P336,890.07			
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			
Installation of Outer Window Ledgers/ Mini-Balcony with the Provision of Grilles across Office Facade for Building Improvement and Maintenance.								
GENERAL REQUIREMENTS								
Project Billboard								
Sub-total								
Steel Works								
Expansion Bolts (16 mm dia.)								
Tubular bar, 50mm x 50 mm x 3mm thk								
Tubular bar, 25mm x 25 mm x 3mm thk								
Welding Rod								
Painting works								
Steel Surfaces = 292.26 sq.m								
Primer, Zinc Chromate								
Epoxy Paint								
Sand Paper Pad								
Roller Brush 7"								
*** 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	Material Cost	Labor Cost	Material Cost	Labor Cost	Sub-total (Material Cost + Labor Cost)	Total (Sub-total x Qty)
Installation of Outer Window Ledgers/ Mini-Balcony with the Provision of Grilles across Office Facade for Building Improvement and Maintenance.								
GENERAL REQUIREMENTS								
Project Billboard	1	lot	3,630.00	1,261.60				
Sub-total								
Steel Works								
Expansion Bolts (16 mm dia.)	360	pc	150.00	60.00				
Tubular bar, 50mm x 50 mm x 3mm thk	620	kg	98.00	39.20				
Tubular bar, 25mm x 25 mm x 3mm thk	297	kg	98.00	39.20				
Welding Rod	37	kg	370.00	148.00				
Painting Works								
Steel Surfaces = 292.26 sq.m.								
Primer, Zinc Chromate	12	gal	1,400.00	560.00				
Epoxy Paint	12	gal	690.00	276.00				
Sand Paper Pad	20	pc	80.00	32.00				
Roller Brush 7"	10	pc	75.00	30.00				
I. DIRECT COST (Material + Labor Cost)					I. DIRECT COST (Material + Labor Cost)			
II. INDIRECT COST 22% OF (I)					II. INDIRECT COST 22% OF (I)			
III. TAX 5% OF (I + II)					III. TAX 5% OF (I + II)			
					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. 2025-11-375** dated **November 12, 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. 2025-11-375** dated **November 12, 2025** to be opened on **November 20, 2025** to the above bidders/suppliers/dealers.

ARSENIA S. SAGARAY
 Canvasser