



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
 DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City

1/6

PURCHASE REQUEST

2024-01-046

Department:		Department of Education [DepEd]	PR No.		January 11, 2024
Section / Office:		OSDS	SAI No.		
Stock No.	Unit	Item Description	Quantity	Est. Unit Cost	Total Cost
SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024.					
Proposed Snacks every month					
FOR THE MONTH OF JANUARY 2024					
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00	240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00	210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00	340.00
4	pack	COFFEE STICK	1	150.00	150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00	300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00	275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00	400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00	450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00	550.00
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00	475.00
11	can	CONDENSED MILK	2	65.00	130.00
12	can	EVAPORADA MILK	1	65.00	65.00
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00	650.00
14	bottle	CREAMY VANILLA SYRUP	1	500.00	500.00
15	pack	CARAMEL SAUCE - 1 kg	1	155.00	155.00
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00	350.00
Total Cost for January 2024					5,240.00
FOR THE MONTH OF FEBRUARY 2024					
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00	240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00	210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00	340.00
4	pack	COFFEE STICK	1	150.00	150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00	300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00	275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00	400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00	450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00	550.00
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00	475.00
11	can	CONDENSED MILK	2	65.00	130.00
12	can	EVAPORADA MILK	1	65.00	65.00
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00	650.00
14	bottle	CREAMY VANILLA SYRUP	1	500.00	500.00
15	pack	CARAMEL SAUCE - 1 kg	1	155.00	155.00
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00	350.00
Total Cost for February 2024					5,240.00
SUB-TOTAL					P 10,480.00
PURPOSE: SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024					
Requested by:		Approved by:			
Signature:					
Printed Name:	MARIFE A. DE LA CERNA		ROY C. TUBALLA EMD, JD, CESO V		
Designation:	Administrative Assistant III		Schools Division Superintendent		
Date:					

(PROGRESS FOLLOW UP)



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
 DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City

2/c

PURCHASE REQUEST

Department:		Department of Education [DepEd]		PR No:		January 11, 2024	
Section / Office:		OSDS		SAI No:			
Stock No.	Unit	Item Description	Quantity	Est. Unit Cost	Total Cost		
SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024.							
Sub-total (balance forwarded from Page 1 of 7)						10,480.00	
FOR THE MONTH OF MARCH 2024							
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00	240.00		
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00	210.00		
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00	340.00		
4	pack	COFFEE STICK	1	150.00	150.00		
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00	300.00		
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00	275.00		
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00	400.00		
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00	450.00		
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00	550.00		
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00	475.00		
11	can	CONDENSED MILK	2	65.00	130.00		
12	can	EVAPORADA MILK	1	65.00	65.00		
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00	650.00		
14	bottle	CREAMY VANILLA SYRUP	1	500.00	500.00		
15	pack	CARAMEL SAUCE - 1 kg	1	155.00	155.00		
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00	350.00		
Total Cost for March 2024						5,240.00	
FOR THE MONTH OF APRIL 2024							
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00	240.00		
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00	210.00		
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00	340.00		
4	pack	COFFEE STICK	1	150.00	150.00		
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00	300.00		
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00	275.00		
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00	400.00		
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00	450.00		
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00	550.00		
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00	475.00		
11	can	CONDENSED MILK	2	65.00	130.00		
12	can	EVAPORADA MILK	1	65.00	65.00		
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00	650.00		
14	bottle	CREAMY VANILLA SYRUP	1	500.00	500.00		
15	pack	CARAMEL SAUCE - 1 kg	1	155.00	155.00		
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00	350.00		
Total Cost for April 2024						5,240.00	
SUB-TOTAL						P 20,960.00	
PURPOSE: SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024							
Requested by:			Approved by:				
Signature:							
Printed Name:	MARIFE A. DE LA CERNA			ROY C. TUBALLA EMD, JD, CESO V			
Designation:	Administrative Assistant III			Schools Division Superintendent			
Date:				CH - MARE DE LA CERNA AND S - TUBALLA EMD, JD, CESO V (PROGRESS BILLING ALLOWED)			



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
 DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City

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PURCHASE REQUEST

Department:		Department of Education [DepEd]		PR No:		January 11, 2024
Section / Office:		OSDS		SAI No:		
Stock No.	Unit	Item Description		Quantity	Est. Unit Cost	Total Cost
SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024.						
<i>Sub-total (balance forwarded from Page 2 of 7)</i>						20,960.00
FOR THE MONTH OF MAY 2024						
1	pack	BISCUITS CRACKERS (10 pcs)		3	80.00	240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)		3	70.00	210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10		2	170.00	340.00
4	pack	COFFEE STICK		1	150.00	150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)		2	150.00	300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)		5	55.00	275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)		2	200.00	400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)		1	450.00	450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams		1	550.00	550.00
10	tetra pack	FULL CREAM - MILK - 1 liter		5	95.00	475.00
11	can	CONDENSED MILK		2	65.00	130.00
12	can	EVAPORADA MILK		1	65.00	65.00
13	bottle	Caramel Syrup - 750 ml glass bottle		1	650.00	650.00
14	bottle	CREAMY VANILLA SYRUP		1	500.00	500.00
15	pack	Caramel Sauce - 1 kg		1	155.00	155.00
16	bottle	WHIPPED CREAM SPRAY 250g		1	350.00	350.00
Total Cost for May 2024						5,240.00
FOR THE MONTH OF JUNE 2024						
1	pack	BISCUITS CRACKERS (10 pcs)		3	80.00	240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)		3	70.00	210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10		2	170.00	340.00
4	pack	COFFEE STICK		1	150.00	150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)		2	150.00	300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)		5	55.00	275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)		2	200.00	400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)		1	450.00	450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams		1	550.00	550.00
10	tetra pack	FULL CREAM - MILK - 1 liter		5	95.00	475.00
11	can	CONDENSED MILK		2	65.00	130.00
12	can	EVAPORADA MILK		1	65.00	65.00
13	bottle	Caramel Syrup - 750 ml glass bottle		1	650.00	650.00
14	bottle	CREAMY VANILLA SYRUP		1	500.00	500.00
15	pack	Caramel Sauce - 1 kg		1	155.00	155.00
16	bottle	WHIPPED CREAM SPRAY 250g		1	350.00	350.00
Total Cost for June 2024						5,240.00
SUB-TOTAL						P 31,440.00
PURPOSE: SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024						
Signature:		Requested by:		Approved by:		
Printed Name:		MARIFE A. DE LA CERNA		ROY C. TUBALLA EMD, JD, CESO V		
Designation:		Administrative Assistant III		Schools Division Superintendent		
Date:						

*MRS-LUZEP-ADZ
 (PROGRES BILLING ALLOWED)*





Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
 DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City
PURCHASE REQUEST

4/6

Department:		Department of Education [DepEd]		PR No:		January 11, 2024
Section / Office:		OSDS		SAI No:		
Stock No.	Unit	Item Description	Quantity	Est. Unit Cost	Total Cost	
SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024.						
Sub-total (balance forwarded from Page 3 of 7)						31,440.00
FOR THE MONTH OF JULY 2024						
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00		240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00		210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00		340.00
4	pack	COFFEE STICK	1	150.00		150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00		300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00		275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00		400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00		450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00		550.00
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00		475.00
11	can	CONDENSED MILK	2	65.00		130.00
12	can	EVAPORADA MILK	1	65.00		65.00
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00		650.00
14	bottle	CREAMY VANILLA SYRUP	1	500.00		500.00
15	pack	CARAMEL SAUCE - 1 kg	1	155.00		155.00
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00		350.00
Total Cost for July 2024						5,240.00
FOR THE MONTH OF AUGUST 2024						
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00		240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00		210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00		340.00
4	pack	COFFEE STICK	1	150.00		150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00		300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00		275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00		400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00		450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00		550.00
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00		475.00
11	can	CONDENSED MILK	2	65.00		130.00
12	can	EVAPORADA MILK	1	65.00		65.00
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00		650.00
14	bottle	CREAMY VANILLA SYRUP	1	500.00		500.00
15	pack	CARAMEL SAUCE - 1 kg	1	155.00		155.00
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00		350.00
Total Cost for August 2024						5,240.00
SUB-TOTAL						P 41,920.00
PURPOSE: SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024						
Requested by:			Approved by:			
Signature:						
Printed Name:	MARIFE DE LA CERNA			ROY C. TUBALLA EMD, JD, CESO V		
Designation:	Administrative Assistant III			Schools Division Superintendent		
Date:						

(PROGRESS BILANG TULOYO)



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
 DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City

5/c

PURCHASE REQUEST

Department:		Department of Education [DepEd]		FR No.		January 11, 2024
Section / Office:		OSDS		SAI No.		
Stock No.	Unit	Item Description	Quantity	Est. Unit Cost	Total Cost	
		SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024.				
		Sub-total (balance forwarded from Page 4 of 7)				41,920.00
		FOR THE MONTH OF SEPTEMBER 2024				
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00		240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00		210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00		340.00
4	pack	COFFEE STICK	1	150.00		150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00		300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00		275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00		400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00		450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00		550.00
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00		475.00
11	can	CONDENSED MILK	2	65.00		130.00
12	can	EVAPORADA MILK	1	65.00		65.00
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00		650.00
14	bottle	CREAMY VANILLA SYRUP	1	500.00		500.00
15	pack	CARAMEL SAUCE - 1 kg	1	155.00		155.00
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00		350.00
		Total Cost for September 2024				5,240.00
		FOR THE MONTH OF October 2024				
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00		240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00		210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00		340.00
4	pack	COFFEE STICK	1	150.00		150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00		300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00		275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00		400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00		450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00		550.00
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00		475.00
11	can	CONDENSED MILK	2	65.00		130.00
12	can	EVAPORADA MILK	1	65.00		65.00
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00		650.00
14	bottle	CREAMY VANILLA SYRUP	1	500.00		500.00
15	pack	CARAMEL SAUCE - 1 kg	1	155.00		155.00
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00		350.00
		Total Cost for October 2024				5,240.00
		SUB-TOTAL				P 52,400.00
PURPOSE: SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024						
Requested by:			Approved by:			
Signature:						
Printed Name:	MARIFE A. DE LA CERNA			ROY C. TUBALLA EMD, JD, CESO V		
Designation:	Administrative Assistant III			Schools Division Superintendent		
Date:						

(PROGRESS PHOTOS ALLOW)



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
 DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City

6/6

PURCHASE REQUEST

Department:		Department of Education (DepEd)	PR No:		January 11, 2024
Section / Office:		OSDS	SAI No:		
Stock No.	Unit	Item Description	Quantity	Est. Unit Cost	Total Cost
SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024.					
Sub-total (balance forwarded from Page 5 of 7)					52,400.00
FOR THE MONTH OF NOVEMBER 2024					
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00	240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00	210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00	340.00
4	pack	COFFEE STICK	1	150.00	150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00	300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00	275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00	400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00	450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00	550.00
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00	475.00
11	can	CONDENSED MILK	2	65.00	130.00
12	can	EVAPORADA MILK	1	65.00	65.00
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00	650.00
14	bottle	CREAMY VANILLA SYRUP	1	500.00	500.00
15	pack	CARAMEL SAUCE - 1 kg	1	155.00	155.00
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00	350.00
Total Cost for November 2024					5,240.00
FOR THE MONTH OF DECEMBER 2024					
1	pack	BISCUITS CRACKERS (10 pcs)	3	80.00	240.00
2	bottle/ pack	WAFERS (12 grams x 20 pcs)	3	70.00	210.00
3	can	3-in-1 Coffee Twin Pack 52g - Pack of 10	2	170.00	340.00
4	pack	COFFEE STICK	1	150.00	150.00
5	pack	CHOCO MILK (12 pcs x 24 grams)	2	150.00	300.00
6	pack	COOL MINT-CANDY - 135 grams (50 pcs)	5	55.00	275.00
7	box	TETRA PACK JUICE 200 ml (10 packs/ box)	2	200.00	400.00
8	box	BOTTLED WATER 350 ml (40 bottles/ box)	1	450.00	450.00
9	pack	ROASTED COFFEE BEANS - ESPRESSO - 500 grams	1	550.00	550.00
10	tetra pack	FULL CREAM - MILK - 1 liter	5	95.00	475.00
11	can	CONDENSED MILK	2	65.00	130.00
12	can	EVAPORADA MILK	1	65.00	65.00
13	bottle	CARAMEL SYRUP - 750 ml glass bottle	1	650.00	650.00
14	bottle	CREAMY VANILLA SYRUP	1	500.00	500.00
15	pack	CARAMEL SAUCE - 1 kg	1	155.00	155.00
16	bottle	WHIPPED CREAM SPRAY 250g	1	350.00	350.00
Total Cost for December 2024					5,240.00
SIXTY-TWO THOUSAND EIGHT HUNDRED EIGHTY PESOS ONLY					P 62,880.00
PURPOSE: SNACKS for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024					
Requested by:			Approved by:		
Signature:					
Printed Name:	MARIFE A. DE LA CERNA		ROY C. TUBALLA EMD, JD, CESO V		
Designation:	Administrative Assistant III		Schools Division Superintendent		
Date:					

Handwritten notes:
 GILMATE DOBISA
 TIKY LOOZ-...
 (PROPOS...)



Republic of the Philippines

Department of Education

REGION IX

SCHOOL DIVISION OF ZAMBOANGA DEL NORTE

REQUEST FOR QUOTATION

The Department of Education – Zamboanga Del Norte (DEPED) – Bids and Awards Committee (BAC) will undertake a Small Value Procurement with the title **Snacks for Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024 (PR NO.2024-01-048)** for FY 2024 in accordance with Section 53.9 of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the next page of this Request for Quotation (RFQ). Submit your quotation duly signed by you or your duly authorized representative not later than **Feb 06, 2024 10:00:00 AM** at the BAC Office, Schools Division of Zamboanga del Norte, Capitol Drive Estaka Dipolog City. Open submission may be submitted, manually or through email at zn.bac@deped.gov.ph

A copy of your **2024 Business/Mayor's Permit, PhilGEPS Registration Number, Tax Clearance, DTI/SEC/CDA, Certificate of Registration and Omnibus Sworn Statement** are also required to be submitted along with your quotation/proposal.

For any clarification, you may contact us at cellphone no. 0946-025-6019.

WILSON J. INDING

BAC Vice - Chairperson Goods & Services

Stock No.	Unit	Item Description	Quantity	Unit Price	Total Price
1	pack	Snacks for the Regular Consultative Conference and Other Partnership Engagement Activities with Internal and External Stakeholders for FY 2024 FOR THE MONTH OF JANUARY-DECEMBER 2024 Biscuits Crackers (10pcs) - 3 packs per month	36		
2	pack	Wafers (12 grams x 20 pcs) - 3 packs per month	36		
3	Can	3 in 1 Coffee Twin Pack 52g-pack of 10 - 2 cans per month	24		
4	pack	Coffee Stick - 1 pack per month	12		
5	pack	Choco Milk (12pcs x 24 grams) - 2 packs per month	24		
6	pack	Cool Mint Candy 135 grams (50 pcs) - 5 packs per month	60		
7	BOX	Tetra Pack Juice 200 ml (10packs/box) 2 boxes per month	24		
8	BOX	Bottled Water 350ml (40btl/box) - 1 box per month	12		
9	pack	Roasted Coffee Beans- Espresso-500grams - 1 pack per month	12		
10	tetra pack	Full Cream Milk 1 Liter - 5 tetra pack per month	60		
11	Can	Condensed Milk - 2 cans per month	24		
12	Can	Evaporada Milk - 1 can per month	12		
13	BOTTLE	Caramel Syrup - 750ml glass bottle - 1btl per month	12		
14	BOTTLE	Creamy Vanilla Syrup - 1 btl per month	12		
15	pack	Caramel Sauce 1 kg - 1 pack per month	12		
16	BOTTLE	Whipped Cream Spray 250g - 1 btl per month	12		
		*** Nothing Follows ***			
			Total:		

*The above quoted prices are inclusive of all costs and applicable taxes.

The Chairman

Bids and Awards Committee

Division of Zamboanga del Norte
Capitol Drive, Estaka, Dipolog City

Madame:

Pursuant to the terms and conditions of this bidding, I/We hereby submit my/our bid proposal with the prices opposite each item for which bidder's bond of _____ is herewith proposed/enclosed as guaranty for the faithful compliance of my/our obligations.

Very truly yours,

Name & Signature of Bidder/Offeror



Address: Caption Drive, Estaka, Dipolog City 7100
Email: zn.bac@deped.gov.ph
FB: DepEd Tayo-School Division of Zamboanga Del Norte

Tel. No.:(065)212 - 5843
Website: www.depedzn.net

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Republic of the Philippines
Department of Education
REGION IX
SCHOOL DIVISION OF ZAMBOANGA DEL NORTE

INSTRUCTIONS

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. All technical specifications are mandatory.
4. Failure to comply with any of the mandatory requirements will disqualify your quotation.
5. Failure to follow these instructions will disqualify your entire quotation.

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 shall 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 calculated and responsive 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 DBM shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the GPPB-TSO 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 processed after delivery and upon the submission of the required supporting documents, in accordance with existing accounting rules and regulations. 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 DBM 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 courses of action and remedies open to it.



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Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100

CERTIFICATE OF CANVASS

THIS IS TO CERTIFY that the foregoing canvass / quotation was made in accordance with the government rules and regulation on any contract into and contain herein the following pertinent facts.

NAME OF DEALER	DATE RECEIVED	SIGNATURE

RADJIE G. ENERIO

Canvasser

Date of Canvass

BIDDERS CERTIFICATE

THIS IS TO CERTIFY that the undersigned of _____ located at _____ personally received the Invitation to Bid/Request for Quotations from Department of Education – Zamboanga del Norte Division duly signed by the Principal of the Entity on _____ and further certifies that:

1. The signatures affixed in the Invitation to Bid/Request for quotations as bidder is authentic as belonging to me or my authorized representatives;
2. That all the data/information and quotations reflected therein are true and correct;
3. That each of the documents submitted in satisfaction of the eligibility requirements is an authentic and original copy or a true and faithful reproduction of the original and that all statements and information provided therein are true and correct;

Issued this _____ day of _____, in the City of Dipolog, Province of Zamboanga del Norte.

(Name of the Owner/Authorized Representative)

(Signature)

(Date)