

# Republic of the Philippines DEPARTMENT OF EDUCATION

## Region IX, Zambounga Peninsula DIVISION OF ZAMBOANGA DEL NORTE

Dipolog City

### PURCHASE REQUEST

epartme		Department of Education [DepEd]	1		
ection / (	Office:	SUPPLY OFFICE		1022-08-0360	AUGUST 2, 2022
tock No.	Unit	The state of the s	SAI No:		
		PRINTER 3 IN 1 SPECS: Ink Type: Eco Tank	Quantity	Est. Unit Cost	Total Cost
1	UNIT	Print/Copy/Scan/Wi-Fi Print: Up to Legal size 8.5 x 14" inch Copy & Scan: Up to A4 size 8.3 x 11.7 Scan Up to: 1,200 DPI x 2,400 DPI Wi-Fi, Network & Direct Function	2	13,500.00	27,000.0
2	UNIT	STEEL CABINET - 2 DRAWERS	2	7,000.00	14,000.0
3	UNIT	LADDER 5-STEP Height: 154cm from base to tip Length: 44cm	1	10,000.00	10,000.0
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	CONTRACTOR OF THE PARTY OF THE	FIFTY ONE THOUSAND PESOS		PER PER PE	P 51,000.0
PURPO	SE: PRO	OCUREMENT OF ITEMS UNDER 3RD QUARTER PPMP O	OF CURRENT	FISCAL YEAR	
		Requested by:		Approved	by:
Signatu	re:	mounta		5	)
Deleted	Name:	JUN LEONARD U. ROMARATE	VIRO	BILIO P. BATAN	JR., CESO VI
Designa Date:	ation:	Administrative Officer IV		hools Division Su	

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#### Republic of the Philippines DEPARTMENT OF EDUCATION Region IX, Zamboanga Peninsula SCHOOLS 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 For Procurement of Items under 3rd Quarter PPMP of Current Fiscal Year (PR No. 2022-07-0360) for FY 2022 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 10 1 2 2021, 10:00 A.M. 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 2022 Business/Mayor's Permit, PhilGEPS Registration Number, Tax Clearance, DTI/SEC/CDA, Certificate of Registration and Omnibus Sworn Statement is also required to be submitted along with your quotation/proposal.

For any clarification, you may contact us at cellphone no. 0935-399-3224.

wive audition (for goods and infrastructure) on the

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

JUDITH V. ROMAGUERA, CESO VI Assistant Schools Division Superintendent
BAC CHAIRPERSON & AUG 0 8 2022

item   No.	Unit	DESCRIPTION OF ARTICLES	Quantity	Unit Price	Total
1	UNIT	PRINTER 3 in 1	2	Lavintruserrie	charmodius .
		Specs: http://www.series.com/fraction/fraction/series/	will of midtrease it	trail be dancer	Tise item/s a
	por vilgo	Ink type: eco.tank	noes becaring	on ort avad flar	S The DBM s
	bas bas	Print/copy/scan/wi-fi	harmeneb ma at	etil erem to	h case (wo
	ed some	Print up to legal size 8.5 x 14" inch	BP08-TS0 113 a	OHUZOCH BY	Responsive
		Copy & Scan: up to A4 size 8.3 x 11.7	TO offer street (F)	in the section of the	
	on Almen	Scen up to: 1,200 dpi x 2,400 dpi			O Paymont s
	TI ,551 TET	Wi-fi, network & direct function			Late to Section
2	UNIT	STEEL CABINET- 2 DRAWERS	Didi un 20 sto o		2 11646 , 2116
	JULIUS STATES	Dimension: H74cm *W46cm *D62cm	produced as to the bear	eringes enjures	ta and In
	to amount	Color: Beige	And announced	ader of non-tree	is bala limbil
3	UNIT	LADOER 5-STEP	1	b of as	nomedies of
		Height: 154cm from base to tip			
		Length: 44cm			
		***NOTHING FOLLOWS***			
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					T
				3	
_		TOTAL			

The Chairman		
Bids and Awards Committee		
Division of Zamboanga del Norte		
Capitol Drive, Estaka, Dipolog City		
Madame:		0.0000000000000000000000000000000000000
Pursuant to the terms and condi-	litions of this bidding, I/We hereby submit my/our bid proposal with the pric	es opposite each item for
which bidder's bond of	is herewith proposed/enclosed as guaranty for the faithful compli-	ance of my/our obligations.
		Very truly yours,
		Name & Signature of Bidder/Offeror

#### INSTRUCTIONS:

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So.

- Accomplish this RFQ correctly and accurately.
- (2) Do not after 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:

- 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.
- 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.
- 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.



#### Republic of the Philippines Department of Education Region IX, Zamboanga Peninsula

#### SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

#### **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 ENERIO

Canvasser

Date of Canvass

#### **BIDDERS CERTIFICATE**

ТН	IS IS TO	CERTIFY that the	undersigned of ly received the Invitation to Bid/F	located at
			nga del Norte Division duly signed	
1.			e Invitation to Bid/Request for q or my authorized representatives;	uotations as bidder is
2.	That all the	data/information	and quotations reflected therein are	e true and correct;
3.	an authent	ic and original cor	submitted in satisfaction of the eli by or a true and falthful reproduct nation provided therein are true an	tion of the original and
lss	ued this	day of	, in the City of Dipolog, I	Province of Zamboanga
del Norte.				
		(Name of th	e Owner/Authorized Representative	e)
		-	(Signature)	
			(Date)	