



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

PURCHASE REQUEST

2022-10-0472

Department:		Department of Education (DepEd)	PR No.		9926/2022
Section / Office:		SGOD-SCHOOL HEALTH & NUTRITION	SAI No.		
Stock No.	Unit	Item Description	Quantity	Est. Unit Cost	Total Cost
1	set	Restorative Filling Material with Bonding and Etchant	6	7,000.00	42,000.00
2	box	Dental Anesthesia- Lidocaine	8	1,500.00	12,000.00
3	box	Dental Needle- Gauge Short	6	1,000.00	6,000.00
4	box	Saliva Ejector	10	500.00	5,000.00
5	box	Gloves-Surgical	6	500.00	3,000.00
6	box	Mask- Surgical	6	400.00	2,400.00
7	box	Mefenamic Acid 500mg/cap	6	300.00	1,800.00
8	box	Cefalexin 500mg/cap	6	500.00	3,000.00
9	box	Tranexamic Acid 500mg/cap	6	350.00	2,100.00
10	roll	Cotton 400 grams	6	150.00	900.00
11	bottle	Alcohol 500ml	20	100.00	2,000.00
12	pc	Topical Anesthesia	6	400.00	2,400.00
13	bottle	Topical Spray	2	2,000.00	4,000.00
14	pc	Cotton Dispenser	6	300.00	1,800.00
15	pc	Dappen Dish	13	100.00	1,300.00
16	pc	Prophy Paste	5	200.00	1,000.00
17	pc	Composite Bonding Mixing Applicator	10	200.00	2,000.00
<b>NINETY-TWO THOUSAND SEVEN HUNDRED PESOS ONLY</b>					<b>P 92,700.00</b>

PURPOSE: To procure various dental supplies for SDHCP.

Signature:	Requested by:	Approved by:
	<i>Joy Marie O. Labog</i>	<i>Virgilio P. Bagan Jr.</i>
Printed Name:	JOY MARIE O. LABOG	VIRGILIO P. BAGAN JR., CESO VI
Designation:	Dentist II	Schools Division Superintendent
Date:		

2022-10-0472  
 10/19/22-09-0710



### **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.

The Department of Education -  
Capacity Building of District School  
Officers (CDBDSO) for FY 2022. In accordance with Section  
101 of the Education Law, the Department of Education  
Quotation (RFQ). Submit your best offer for the  
RFQ to the BAC Office, Schools Division Office -  
email at bac@deped.gov.ph

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**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

**GEKABEL M. VELARDE**  
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)