



Republic of the Philippines

# Department of Education

REGION IX

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 with the title **Provision of Learning Tools and Equipment- Technical Vocational Livelihood (TVL)(PR NO.2024-08-285)** 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 **Sep 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](mailto: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.

**ZYHRINE P. MAYORMITA**  
BAC Chairperson - Goods & Services

AUG 28 2024

Stock No.	Unit	Item Description	Quantity	Unit Price	Total Price
<b>Beauty/ Nail Care (8 Schools)</b>					
1	pcs	Foot Massager Gadgets	16		
2	pcs	Foot Spa Machine	16		
3	pcs	Hand Spa Machines	16		
4	pcs	Nipper, Cuticle	40		
5	pcs	Salon Trolley	24		
6	pcs	Scissor, Cuticle	10		
7	pcs	Stool, Foot Spa	24		
8	pcs	Tray, Foot Spa, With Handle	8		
9	pcs	Tray, Manicure	24		
Scope/Terms of References: Please see attached Technical Specification "(Annex F)" for each item Place of Delivery: Schools Division Office of Zamboanga del Norte Delivery at once: Expected delivery within 15 days from receipt order/notice to proceed					
*** Nothing Follows ***					
<b>Total Amount of Quotation</b>			<b>Total:</b>		
<b>Approved Budget of the Contract</b>			<b>Total:</b>		<b>₱379,842.92</b>

\*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

Ma'am:

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

for BAC Members Only

Date & Time Opened: \_\_\_\_\_  
Bidder is:  LCRB  not LCRB  
Name of the LCRB: \_\_\_\_\_

BAC Members:  
ZYHRINE P. MAYORMITA \_\_\_\_\_  
WILSON H. INDING \_\_\_\_\_  
GRACE T. DELA CRUZ \_\_\_\_\_  
GIPAREL B. ELUMBA \_\_\_\_\_  
CHERYL V. OCUPE \_\_\_\_\_



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: [zn.bac@deped.gov.ph](mailto:zn.bac@deped.gov.ph)

FB: DepEd Tayo-School Division of Zamboanga Del Norte

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Website: [www.depedzn.net](http://www.depedzn.net)

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### 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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**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

  
**CHRISTIAN O. LETRAN**

Canvasser

08-28-24  
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 Authorized Personnel of the Entity on \_\_\_\_\_ and further certifies that:

- The signatures affixed in the Invitation to Bid/Request for quotations as bidder is authentic as belonging to me or my authorized representatives;
- That all the data/information and quotations reflected therein are true and correct;
- 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



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Item Name	TVL Specialization	Functional Specification	Performance Specification	Design Specification:
Water Goblet	Bartending NC II			1. Material: Clear Crystal Glass 2. Over-all Length: 180 - 200 mm (minimum) 3. Thickness: 2 to 4 mm. (minimum) 4. Capacity: 18-20 oz. 5. Shape: U shape bowl 6. The item must be of good quality.
Water Pitcher	Bartending NC II			1. Material: Stainless Steel 2. Dimension: 3. Thickness: 0.5 to 1 mm (minimum) 4. Capacity: 1 Liter (minimum) With Handle And Spout. 5. The item must be of good quality.
WINE STOPPER /RESEALER	Bartending NC II			1. Material: Zinc alloy with silicon 2. Dimension: Over-all Height: 85 - 95 mm 3. Diameter of silicon: 16 - 25 mm 4. Diameter of Zinc Alloy : 16 - 25 mm 5. Length of silicon : 16 - 25 mm 6. The item must be of good quality
Basin, plastic, round	Beauty Care Services (Nail Care) NC II	Must be used for small amount of water in doing the nail care.	Serve as plastic container to attain the nail care treatment	Material: Hard Plastic; Thick: 1mm(minimum) Size: at least 29.5cm Diameter x 10 cm deep Non toxic Plastic basin type.
Bowl, Finger or Manicure	Beauty Care Services (Nail Care) NC II	Must be able to used for soaking the fingers to soften the cuticles.	Soaks cuticle to soften.	Material: Plastic Non toxic Acetone resistant and Gossy Size: at least the Length 15 cm x Width 12 cm x Height 6 cm Molded bowl with 5 finger wells for the hand to be totally rest while nails are soak Any color Non toxic
Bowl, Mixing, plastic	Beauty Care Services (Nail Care) NC II	Must be able to used for mixing nail coloring	Mixed colors with plastic bowl for nail care	Material: Hard Plastic; Diameter: 18cm(minimum) Thickness: 0.8mm (minimum) Bowl type Non toxic Any color"
Brush, Foot Spa (for Mixing)	Beauty Care Services (Nail Care) NC II	Must be able to used for scrubbing the feet with soap	Srubs feet to attain feet treatment	Material: Wooden handle, nylon bristles and pumice stone Dimension: at least 18.5cm x 3.8cm x 4cm Handle thickness: 1 cm(minimum) Bristles length: 1.3 cm(minimum) Multipurpose type Packed with carton box

Item Name	TVL Specialization	Functional Specification	Performance Specification	Design Specification:
Brush, Manicure Nail	Beauty Care Services (Nail Care) NC II	Must be able to scrub the hands and cleaning the fingernails and toenails.	Scrubs hands with soft nylon	Material: plastic handle with nylon bristle Dimension: at least L=7cm x H=3.5cm x W=1.4cm" Type:Nail brush The shape of the handle is nail brush grip type
Brush, Pedicure Nail	Beauty Care Services (Nail Care) NC II	Must be able to brush with firm bristles used for scrubbing the feet and toenails.	Brushes with firm nylon bristles .	Material: plastic handle with nylon bristle Dimension: at least L =7cm x H= 3.5cm x W=1.4cm Packed with plastic pouch "
Callous Remover	Beauty Care Services (Nail Care) NC II	Must be able to remove a callus mainly on the feet	Attain callous treatment for feet	Washable type Non slip handle Material:Stainless steel Total length:10 inches: (Minimum) Width 2 inches(minimum) Thickness: 1/4 inch (minimum) Application:Foot file Packed with protective carton box Branded"
Container for Cotton, Plastic	Beauty Care Services (Nail Care) NC II	Must be used to stores the cotton or buds	Serve as transparent plastic container for at least one pack capacity.	Material: Plastic ,Transparent Thickness: 1.5mm (minimum) Dimension: at least 17.2cm x 9.8cm x 2.1cm Non toxic Packed with protective carton box
Cutter, Hand Nail	Beauty Care Services (Nail Care) NC II	Must be able to used to trim fingernails, toenails and hangnails.	Trims hand nails	Material:Stainless Steel Size: : at least L=65mm x W=13mm With curve cutting edge Lever type nail cutter Non corrosive With protective plastic case
Foot File	Beauty Care Services (Nail Care) NC II	Must be able to remove tough, dead skin from the feet .	Removes dead skin to attain foot care treatment	Size at least 170mm x 32mm Cutting edges is made of stainless steel ABS Plastic handle Both sides can be used, one is coarse and another is fine With protective plastic case
Foot Massager Gadgets	Beauty Care Services (Nail Care) NC II	Must be able to used your feet from a regular rubdown and improves circulation.,	Massage feet with at least 5 rows of roller used	Wood; Sturdy and durable that can withstand 100kgs weight capacity for safety purpose With 5 rows roller massager Size of Foot Massager Tool: at least 27cm x 18cm x 4cm thick Roller Dimension: Diameter at least 2.5cm Length at least 11cm Packed with carton box

Item Name	TVL Specialization	Functional Specification	Performance Specification	Design Specification:
Foot Spa Machine	Beauty Care Services (Nail Care) NC II	Must be able to used to improve circulation and stimulates muscle of the feet.	Stimulates feet muscles with a capacity 25 wattage	<p>Body Material: Plastic Material: ABS. Power: 25W. Input Voltage: 110V - 240V Input Voltage: 100-240 V , 50-60 Hz/Output Voltage: 0 - 12V. Power Rating: 25 Watts (minimum) Foot spa massager type Universal foot size Acupressure surface Comes with Bubble Massage, Warming, Magnetic Force, Infrared, plastic rectangular foot spa basin; With Replaceable Massage Attachment With complete accessories including adapters. With User's Manual in English which includes: a. parts manual with labels, b. assembly instructions, c. operating procedures, Should have available spare parts nationwide for a period of 5 years (min.) after purchase and not in end of life as reflected in the current product line as found in the manufacturer's official website or official product brochure or similar literature and in the manufacturer's certificate issued for the purpose "Branded"</p>
Hand Spa Machine	Beauty Care Services (Nail Care) NC II	Must be able to used for hand waxing with heat source to maintain the paraffin wax in a liquid state.	Waxing hand with a machine at least 100watts capacity	<p>Power: 100watts Capacity:4 liters(minimum) Rated voltage: 220v-240v, 50hz - 60hz Dimension: at least 31cm x 20cm x 15cm Type:Paraffin heater Includes 1 lb. paraffin wax (2 blocks) With User's Manual in English which includes: a. parts manual with labels, b. assembly instructions, c. operating procedures, Should have available spare parts nationwide for a period of 5 years (min.) after purchase and not in end of life as reflected in the current product line as found in the manufacturer's official website or official product brochure or similar literature and in the manufacturer's certificate issued for the purpose "Branded"</p>
Manicure Table	Beauty Care Services (Nail Care) NC II	Must be able to do as workstation at which a manicurist does her work.	Serve as Workstation at least 1meter length	<p>Material: Hard Wood With at least one drawer Dimension: L= 94cm (minimum) W= 38cm (minimum) H=72cm (minimum) Table top thickness at least 12mm smooth finish surfaces Foldable type</p>

Item Name	TVL Specialization	Functional Specification	Performance Specification	Design Specification:
Manicurists' chair/ stool	Beauty Care Services (Nail Care) NC II			Material: Combination of Steel and PVC Padded & upholstered seat Adjustable height from 18 to 23 inches Swivel seat:360 degrees range With minimum of 5 roller caster Height can be adjusted by hydraulic(gas lift) Type:multi purpose pneumatic stool With locking swivel caster wheel
Mop	Beauty Care Services (Nail Care) NC II	Must be able to used to soak up liquid and cleaning floors and other surfaces or to mop up dust.	Maintain the cleanliness on the working area	MOPHEAD MATERIAL: Cotton Yarn MOPHEAD COLOR: White Replaceable mophead HANDLE MATERIAL: Plated Steel Tube (1 inch. Diameter minimum ) Length of the handle: 48 inches (minimum) Type:String mop Handle comes with smooth surface
Nail Buffer	Beauty Care Services (Nail Care) NC II	Must be able to used for sanding on the nail surface.	Sanding nails with double sided file buffer	Material: sand paper Double sided nail sanding file buffer Style: Straight with rounded edge Size: at least 17 cm x 2 cm x 0.4 cm Grit: 100/180 10 pcs per box (5 pcs grit 100, 5 pcs grit 180)" Packed with plastic pouch
Nail Cutter, Foot	Beauty Care Services (Nail Care) NC II	Must be able to used to trim fingernails, toenails and hangnails.	Trims nails using stainless steel cutter	Material:Stainless Steel Size: at least L= 75mm x W=16mm With nail file design With curve cutting edge Non corrosive Branded"
Nail File	Beauty Care Services (Nail Care) NC II	Must be able to gently grind down and shape the edges of nails.	Grinds nails with abrasive	Material:Abrasive The size at least 75mm x 16mm Double sided type
Nail Pusher, Cuticle	Beauty Care Services (Nail Care) NC II	Must be able to push the skin from your cuticles back and away from your nails to help your nails grow stronger.	Pushes cuticles and nail treatment	Material: Stainless steel Both ends has 2 different tools, Cuticle Pusher Spoon on one end and Knife on the other end Length: 12.5 cm (minimum) Grip diameter; 4.5 to 5.5mm Knurled body for anti-slip With protective plastic case for a minimum of 3pieces/set"
Nipper, Cuticle	Beauty Care Services (Nail Care) NC II	Must be able to trim tough cuticles and hangnails.	Trims any type of cuticle	Material:Stainless steel Size: at least 95mmx 60mm x 5mm Jaw length: 15 to 16mm With a minimum wide opening: 8mm Sharp cutting edge With Double leaf spring With protective plastic case Branded

Item Name	TVL Specialization	Functional Specification	Performance Specification	Design Specification:
Pail, plastic 10 liters	Beauty Care Services (Nail Care) NC II	Must be used as container for water used by beauty and nail care	Serve as accessories for Beauty and nail care treatment	Material: Hard Plastic Capacity: 10 liters (minimum) With handle" Plastic bucket type Cylindrical shape
Salon Trolley	Beauty Care Services (Nail Care) NC II	Must be able to transport and supply tools, materials for beauty and nail care activity.	Transport nailcare tools and materials by Trolley with at least three sliding trays.	Material: Hard Plastic With at least 3 sliding trays; With 4 caster wheels for easy movement Product Dimensions (L x W x H): 90cm x 30cm x 37cm Color: Black Type: Nail Beauty salon trolley Packed with shipping carton box Branded"
Scissor, Cuticle	Beauty Care Services (Nail Care) NC II	Must be able to be used for trimming the dead skin around the base of the nail bed.	Trims dead skin and prevent infectionps.	Material: Stainless Steel Over-all Length: 9,5 cm (minimum)" Cuticle scissor type With spring grip handle Body curved blade With fluted safety handles With protective plastic case Branded
Sterilizer	Beauty Care Services (Nail Care) NC II	Must be able to kill unwanted microorganisms on instruments, in cultures, and even in liquids, because the presence of foreign microbes.	Sterilizes the tools for Beauty and Nail care	Power Rating: 100 W (minimum) Input Voltage: 220-240Volts 60Hz Outer Size Diameter: 16cm (minimum) Height: 15cm (minimum) Inner Size Diameter : 5 cm( minimum) Height: 6.5 cm (minimum) High temperature setting: 250 degree Celcius Heating will automatically turn on/off to maintain the setting temperature Package Includes: 1 PC Sterilizing Pot 1 Bag Glass Beads to fill the sterilizing pot With User's Manual in English which includes: a. parts manual with labels, b. assembly instructions, c. operating procedures, Should have available spare parts nationwide for a period of 5 years (min.) after purchase and not in end of life as reflected in the current product line as found in the manufacturer's official website or official product brochure or similar literature and in the manufacturer's certificate issued for the purpose Branded



Item Name	TVL Specialization	Functional Specification	Performance Specification	Design Specification:
Stool, Foot Spa	Beauty Care Services (Nail Care) NC II	Must be able to elevate the foot.	Elevates the individuals at least 100mm on height.	Material: steel, Powder coated At least (L)45 cm x (W) 45 cm x (H)65cm Comes with PVC seat with foam cushion and covered with leather 360 degrees swivel or turn With at least 5 roller caster With Gas lift for height adjustment (pneumatic) Branded
Timer	Beauty Care Services (Nail Care) NC II	Must be used to monitor the time performed by the beauty and nail care services	Able to display the time and function of timer setting	Case: Hard Plastic material With timer setting Powered by Solar and battery With stand Time display: Hr Min Sec (24 hours) Size: 70mm x 75mm x 14mm (minimum) LCD display: 50mm x 50mm Packed with protective plastic case With user's guide
Tray, Foot Spa, with Handle	Beauty Care Services (Nail Care) NC II	Must be able to be used for bathing and soaking the feet when giving a pedicure.	Soaks feet in the tray with handle	Material: Hard Plastic Minimum dimension: Length: 36cm Width: 33cm Height: 24cm With Handle Any color
Tray, Manicure	Beauty Care Services (Nail Care) NC II	Must be able to be used as container where all the necessary tools and implements are placed for use by the manicurist.	Serve as accessories or container for nail care materials used by manicurist	Material: Plastic, 2mm thick (minimum) Design: Tray will lift up automatically when the cover of folded plastic toolbox opens Minimum Size of tray: L=21.5 cm by W= 11 cm by T= 6.5 cm With plastic handle" Packed with carton box
Tray, Supply	Beauty Care Services (Nail Care) NC II	Must be able to carry the tools and materials needed for beauty and nail care treatment	Store the supplied materials or tools using the Plastic supply tray with at least three compartment.	Material: Hard plastic Thickness: 2mm (minimum) Length: 37.5cm (minimum) Width: 23cm (minimum) Height: 6cm (minimum) Two layers with at least three compartment With handle Type: Nail Beauty Salon tray Non toxic Packed with shipping carton box Branded
Woodstick, orange	Beauty Care Services (Nail Care) NC II	Must be able to push back the cuticles or clean the fingernails.	Pushes back cuticles with wood stick	Material: Wood Double Ended Orange Wood Stick Spade Shape at one end and Pointed Tip on the other end Size at least 4mm Diameter by 70mm length