OFFICE SECTION

CANVASSER

BID OF



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

# **PURCHASE REQUEST**

				2023-11	0 -0390	
		(DFd)	PR No:		July 22, 2022	
Department:		Department of Education [DepEd]	SAI No:			
Section / Office:		CID Item Description	Quantity	Est. Unit Cost	Total Cost	
Stock No.	Unit	"OUTSOURCING"				
		TRANSPORT VEHICLE! VAN/ CAR FOR RENT				
		3 VEHICLE/ VAN FOR 5-DAYS SCHEDULE TRIP				
		Schedule - Destination				
1	van/ trip	Division Office to Zamboanga City and Zamboanga Sibugay	3	8,500.00	25,500.00	
	La Constitution	3 van @ 8500- November 6, 2023	3	4,500.00	40,500.00	
		3 van @ - November 7-9, 2023 @ 4, 500 * 3 Days	3	8,500.00	25,500.00	
		3 van @ 8500- November 10, 2023				
	*	"see the attached list of passengers/ evaluators"				
	-	*Inclusive of Driver and Fuel for the Vehicle				
	-	*Maximum of 10 passengers per van				
		*Drivers must have a driver's license		-		
	-	*Drivers must be fully vaccinated		-		
		NINETY-ONE THOUSAND FIVE HUNDRED			91,500.00	
PURPOSE	: To cond	luct benchmarking for CAPSLET and other learning resources developme	nt			
		Requested by:		Androwed by:		
Signature:		Atomalo 1				
Printed Name:		LILIA E. ABELLO EdD	ROYC	ROY C. TUBALLA EMD, JD, CESO,VI Schools Division Superintendent		
Designation	n:	Chief CID *	Sch	nools Division	Superintendent	
Date:			_			



### 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 with the title To conduct benchmarking for CAPSLET and other learning resources development (PR No. 2023-10-0390) for FY 2023 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 the next page of this Request for Quotation (RFQ). Submit your quotation duly signed by you or your duly authorized representative not later than 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 2023 Business/Mayor's Permit, PhilGEPS Registration Number, Tax Clearance, DTI/SEC/CDA, Certificate of Registration and Omnibus Swom Statement is also required to be submitted along with your quotation/proposal.

For any clarification, you may contact us at cellphone no. 0997-175-9453.

JUDITALY ROMAGUERA CESO VI Assistant Schools Division Superiplandent BAC CHAIRPERSON C 2 0 2023

		Quantity	Unit Price	Total
	"OUTSOURCING"			
	TRANSPORT VEHICLE / VAN/ CAR FOR RENT	THE PROPERTY OF		
	3 VEHICLE / VAN FOR 5 DAYS SCHEDULE TRIP			
	Schedule - Destination			
Van/trip	Division Office to Zamboanga City and Zamboanga Sibugay			
	3 van - November 6, 2023	3		
	3 van - November 7-9, 2023 (3 Days)	3		
	3 van - November 10, 2023	3		16 10
	*See attached list of passengers/evaluators			
	*Inclusive of Driver and Fuel for the Vehicle			
	*Maximum of 10 passengers per van			
	*Drivers must have a driver's license			
	*Drivers must be fully vaccinated			
	*****NOTHING FOLLOWS*****			
		-		
	Van/trip	Van/trip Division Office to Zamboanga City and Zamboanga Sibugay 3 van – November 6, 2023 3 van – November 7-9, 2023 (3 Days) 3 van – November 10, 2023 "See attached list of passengers/evaluators "Inclusive of Driver and Fuel for the Vehicle "Maximum of 10 passengers per van "Drivers must have a driver's license "Drivers must be fully vaccinated	Van/trip Division Office to Zamboanga City and Zamboanga Sibugay  3 van – November 6, 2023  3 van – November 7-9, 2023 (3 Days)  3 van – November 10, 2023  3 van – November 10, 2023  See attached list of passengers/evaluators  Inclusive of Driver and Fuel for the Vehicle  Maximum of 10 passengers per van  Drivers must have a driver's license  Drivers must be fully vaccinated	Van/trip Division Office to Zamboanga City and Zamboanga Sibugay  3 van – November 6, 2023  3 van – November 7-9, 2023 (3 Days)  3 van – November 10, 2023  3 van – November 10, 2023  *See attached list of passengers/evaluators  *Inclusive of Driver and Fuel for the Vehicle  *Maximum of 10 passengers per van  *Drivers must have a driver's license  *Drivers must be fully vaccinated

The above quoted prices are inclus	ive of all costs and applicable taxes.
The Chairman	
Bids and Awards Committee	
Division of Zamboanga del Norte	
Capitol Drive, Estaka, Dipolog City	
Madame:	
	nditions 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

## 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.
- 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.
- 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.
- 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 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.

DATE RECEIVED

NAME OF DEALER

SIGNATURE

RADJIE G. ENERIO  Canvasser  Gland  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:
<ol> <li>The signatures affixed in the Invitation to Bid/Request for quotations as bidder is authentic as belonging to me or my authorized representatives;</li> </ol>
2. That all the data/information and quotations reflected therein are true and correct;
<ol> <li>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;</li> </ol>
Issued this day of, in the City of Dipolog, Province of Zamboanga del Norte.
(Name of the Owner/Authorized Representative)
(Signature)
(Date)