

For posting
2/2/2022



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

PURCHASE REQUEST

Department:		Department of Education (DepEd)		PR No:	2022-02-0099	January 28, 2021
Section / Office:		SUPPLY		SAI No:		
Slack No.	Unit	Item Description	Quantity	Est. Unit Cost	Total Cost	
1	BOTTLE	ALCOHOL, 500ML	151	125.00	18,875.00	
2	PIECE	BATHROOM FRESHENER, SHALDAN 56G	38	200.00	7,600.00	
3	BOTTLE	AIR FRESHENER	48	200.00	9,200.00	
4	PIECE	AMBI PUR ROOM FRESHENER, GEL, NON-SPRAY	136	320.00	43,520.00	
5	PIECE	ALBATROSS, LEMON	74	150.00	11,100.00	
6	PIECE	BASIN	9	120.00	1,080.00	
7	BOTTLE	BLEACH - ZONROX	42	140.00	5,880.00	
8	PIECE	BROOM - TAMBO	38	150.00	5,700.00	
9	PIECE	BROOMSTICK	10	260.00	2,600.00	
10	PIECE	FOOT PEDAL TRASH CAN, MEDIUM	44	600.00	26,400.00	
11	BOTTLE	DISHWASHING LIQUID, 250ML	67	100.00	6,700.00	
12	BOTTLE	DISINFECTANT SPRAY, LYSOL, CRISP LINEN SCENT, 170G	69	320.00	22,080.00	
13	PAIR	LAUNDRY GLOVES	32	135.00	4,320.00	
14	PIECE	DOORMAT, RUBBER, ANTI-SLIP, Size : 40cm x 60cm, BLACK	22	630.00	13,860.00	
15	PIECE	FEATHER DUSTER	24	332.00	7,968.00	
16	PIECE	FLOOR MOP, FLAT COTTON MOP SET, RECTANGLE, MOP HEAD: 60CM (L) X 10CM (W)	33	500.00	16,500.00	
17	PIECE	FLOWER POT, PEARLWAVE POT, PLASTIC, WHITE, MEDIUM	60	250.00	15,000.00	
18	PACK	GARBAGE BAG, SIZE: XXL	116	250.00	29,000.00	
19	PIECE	GLASS WIPER	9	250.00	2,250.00	
20	BOTTLE	HAND SOAP - LIQUID, 750ML	78	250.00	19,500.00	
21	PIECE	HAND TOWEL, COLORED	103	80.00	8,180.00	
22	BOTTLE	INSECTICIDE, MULTI-INSECT KILLER	94	210.00	19,740.00	
23	BOTTLE	LIQUID WAX, FLOOR POLISH	15	250.00	3,750.00	
24	BOTTLE	DOMEX, 500ML	41	150.00	6,150.00	
25	PIECE	PAIL, OROCAN, COLOR: BLUE OR PURPLE	22	300.00	6,600.00	
26	PIECE	WATER DIPPER, COLOR: BLUE OR PURPLE	22	50.00	1,100.00	
27	PIECE	TISSUE JUMBO ROLL 2-PLY, 9" DIAMETER	150	180.00	27,000.00	
28	PIECE	TISSUE SMALL	30	15.00	450.00	
29	PIECE	JUMBO ROLL TISSUE DISPENSER, CAN FIT 9" DIAMETER TISSUE ROLL	18	850.00	15,300.00	
30	PACK	WET TISSUE, CLEANSING WIPES, 60 SHEETS	63	150.00	9,450.00	
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					-	
THREE HUNDRED SIXTY FOUR THOUSAND EIGHT HUNDRED FIFTY THREE PESOS					P	364,853.00

PURPOSE: PPMP 1ST QUARTER 2022

Signature:	Requested by: <i>[Signature]</i>	Approved by: <i>[Signature]</i>
Printed Name:	JUN LEONARD U. ROMARATE	MA LIZA R. TABILON, CESO V
Designation:	Administrative Officer IV	Schools Division Superintendent
Date:		GM MTR DO BY 2022 PPMP

MDS/LEO 01-02



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 the **PPMP 1ST QUARTER 2022-TOILETRIES (PR No. 2022-02-0044)** 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 FEBRUARY 9, 2022, 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 zndy.kanibabancet@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. 0938-7375-625.


JUDITH V. ROMAGUERA, CESE
 Assistant Schools Division Superintendent
 BAC CHAIRPERSON

Item No.	Unit	DESCRIPTION OF ARTICLES	Quantity	Unit Price	Total
1	BOTTLE	ALCOHOL, 500ML	151		
2	PIECE	BATHROOM FRESHENER, SHALDAN 50G	38		
3	BOTTLE	AIR FRESHENER	46		
4	PIECE	AMBI PUR ROOM FRESHENER, GEL, NON-SPRAY	138		
5	PIECE	ALBATROSS, LEMON	74		
6	PIECE	BASIN	8		
7	BOTTLE	BLEACH - ZONROX	42		
8	PIECE	BROOM - TAMBO	28		
9	PIECE	BROOMSTICK	10		
10	PIECE	FOOT PEDAL TRASH CAN, MEDIUM	44		
11	BOTTLE	DISH-WASHING LIQUID, 250ML	67		
12	BOTTLE	DISINFECTANT SPRAY, LYSOL CRISP LINEN SCENT, 170G	69		
13	PAIR	LAUNDRY GLOVES	32		
14	PIECE	DOORMAT, RUBBER, ANTI-SLIP, Size : 40cm x 60cm, BLACK	22		
15	PIECE	FEATHER DUSTER	24		
16	PIECE	FLOOR MOP, FLAT COTTON MOP SET, RECTANGLE, MOP HEAD 60CM (L) X 10CM (W)	33		
17	PIECE	FLOWER POT, PEARLWAVE POT, PLASTIC, WHITE, MEDIUM	60		
18	PACK	GARBAGE BAG, SIZE: XXL	118		
19	PIECE	GLASS WIPER	9		
20	BOTTLE	HAND SOAP - LIQUID, 750ML	78		
21	PIECE	HAND TOWEL, COLORED	103		
22	BOTTLE	INSECTICIDE, MULTI-INSECT KILLER	94		
23	BOTTLE	LIQUID WAX, FLOOR POLISH	15		
24	BOTTLE	DOMEX, 500ML	41		
25	PIECE	PAIL, OROGAN, COLOR: BLUE OR PURPLE	22		
26	PIECE	WATER DIPPER, COLOR: BLUE OR PURPLE	22		
27	PIECE	TISSUE JUMBO ROLL 2-PLY, 9" DIAMETER	150		
28	PIECE	TISSUE SMALL	30		
29	PIECE	JUMBO ROLL TISSUE DISPENSER, CAN FIT 9" DIAMETER TISSUE ROLL	18		
30	PACK	WET TISSUE, CLEANSING WIPES, 80 SHEETS	83		
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
 Madama:

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,

 Signature of Bidder/Officer

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 06-2006.
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.

NAME OF DEALER	DATE RECEIVED	SIGNATURE


CARL JOSHUA V. LIMBARING
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)