



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL

REQUEST FOR QUOTATION

The **Department of Education Region IV-A (CALABARZON)** through its **Bids and Awards Committee**, intends to procure **“FURNITURES AND OTHERS” FOR THE KAPWA KAWANI KINAKALINGA (KKK) PROGRAM OF ACTIVITIES ON FEBRUARY TO DECEMBER 2022** in accordance with Alternative Method of Procurement under Section 52 (Shopping) or Section 53.9 (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **Thirty Seven Thousand One Hundred Pesos (Php37,100.00)**.

THE PROCUREMENT OF THE LISTED SUPPLIES SHALL BE IN LOTS. Bidders may bid in any or all lots. Bids that exceed the ABC of each lot shall automatically be disqualified.

Please quote your **Best Offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the bottom/last page of this Request for Quotation (RFQ). Submit your proposal/quotation duly signed by your authorized representative **not later than March 1, 2022 at 9:00 A.M.** at the BAC Secretariat, DepEd Region IV-A CALABARZON, Gate 2 Karangalan Village, Cainta, Rizal. **Quotations may also be submitted through facsimile or email at the address and contact numbers indicated below.**

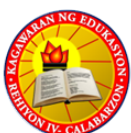
A copy of your 2022 **Business/Mayor’s Permit, Latest Income/Business Tax Return** and **PhilGEPS Registration Number** are required to be submitted along with your signed quotation/proposal.

Also, please provide a copy of your **Department of Tourism (DOT) Certificate of Authority to Operate and Safety Seal Certificate** for hotels, including staycation hotels, in areas classified **under General Community Quarantine (GCQ), GCQ with Heightened Restriction (GCQ-HR), or Alert Level 4 and Alert Level 3** pursuant to the latest **IATF-EID Administrative Order No. 2021-007** issued on October 18, 2021.

Moreover, a **Notarized Omnibus Sworn Statement (GPPB-prescribed forms)** will also be required to be submitted prior to award.

For any clarification, you may contact us at telephone no. **02-8682-5773; 8684-4914; or 8647-7487** or e-mail address at **bac.calabarzon@deped.gov.ph**


ANN GERALYN T. PELIAS



“EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT”

Trunkline: 02-8682-5773/8684-4914/8647-7487
Website: depedcalabarzon.ph
Document Inquiry : <https://r4a-teadoc.com/inquire>
Facebook: DepEd R-4A Calabarzon

BAC Chairperson

In case of recently expired Mayor's/Business permit, it shall be accepted together with its Official Receipt that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that In case of recently expired Mayor's/Business permit, it shall be accepted together with its Official Receipt that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after the award of contract but before payment in accordance with item 6.2 of Government Procurement Policy Board (GPPB) Resolution No. 09-2020.

In case of Unnotarized Omnibus Sworn Statement, it shall be accepted, provided that the Notarized Omnibus Sworn Statement shall be submitted after the award of contract but before payment in accordance with item 6.3 of GPPB Resolution No. 09-2020.

Date: _____

Name of Company:	
Address:	
Name of Store/Shop (if applicable):	
TIN:	
PhilGEPS Registration Number:	

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly, accurately and completely.
- (2) Do not alter the contents of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

TECHNICAL SPECIFICATION

1. Please quote your **best offer** for the item/s below. Please do not leave any

blank items. Indicate “0” if item being offered is for free.

2. Bidders must state “Comply” or any equivalent term in the column “Bidder’s Statement of Compliance” against each of the individual parameters of each Specification.

LOT	Description	Total QTY	Bidder’s Statement of Compliance	Unit Cost (VAT Inclusive)	Total Cost (VAT Inclusive)
I	<p>2 SETS COFFEE TABLE WITH CHAIRS (Php6,000.00)</p> <p><u>Spec. from end-user:</u></p> <ul style="list-style-type: none"> • Table Base and Chair Base Type: 24mm Metal Tube and 1.2mm Thickness of the Metal • Top Table is Molded Rattan PP Plastic • Chair size: W56’56H74cm • Table Size: W55h77cm • Color: Dark Brown 	2 sets			
II	<p>COFFEE BEAN (Php3,500.00)</p> <p><u>Spec. from end-user:</u></p> <ul style="list-style-type: none"> • Made of cotton linen, soft and comfortable. Separate cover and filling for easy cleaning, cover machine wash or hand wash. • Dimension: 105x115cm/41.32x45.26 • Coverion: 1cm=0.3937 inch., 1 inch=2.54cm • Note: Measurements are taken from unfilled flat bean bag • Package: 1 x Bean Bag Cover (include filling beads) 	2 bags			
III	<p>AIR HUMIDIFIER WITH ESSENTIAL OIL (Php4,000.00)</p> <p><u>Spec. from end-user:</u></p> <ul style="list-style-type: none"> • Products: Portable Essential oil 	1 set			

	diffuser/humidifier <ul style="list-style-type: none"> • Water Capacity: 500 ml • Color: White Light Wood • Power: 10W • Voltage: 5V • Spray Power: 30ml/hour • Working Time: 1H/3h/6h on • 7 color night light • 24 Db • Charger • 10 sec-2H-4H timing • Plastic Shell • With remote control 				
IV	FISH BOWL (Php550.00) <u>Spec. from end-user</u> <ul style="list-style-type: none"> • Material: Glass • Color: Transparency • The material: Multi-purpose in a jar of crystal glass use: • Landscape farming fist turtle grass and so on • Mod: small. Large • The rounded border is recommended for carefully crafted, round bottle mount will not hurt your hand. The bottle is bright the bottom of the eye, clear visible transparent bring • At the bottom of the antiskid non-slip bottom, thickened and firmly • Select raw materials lead hand blowing • Not just a fist tank it's also a work of art give yourself a place to rest after a tiring day it's a good choice to relax and enjoy life • Super transparent material special ornamental effect explosion-proof high through material, small 	2 pcs			

	and exquisite convenience does not occupy the place fine and high through with dead.				
V	<p>PLANTS WITH POT (Php500.00)</p> <p><u>Spec. from end-user</u> Air purifying plants * Big elegant design white indor plant pot * indoor and outdoor gardening with plate included * Pot size: 9 inches diameter and 6.5 inches tall * Plant size: 10 inches diameter and 1 inches tall * Color: White Material: High quality durable plastic</p>	8 pcs			
VI	<p>COFFEE MAKER (Php1,000.00)</p> <p><u>Spec. from end-user</u></p> <ul style="list-style-type: none"> • 4-6 water capacity (0.6L) • Modern ergonomic design • Non-stick heating plate • Illuminated On/OFF Switch • Cone stye permanent filter • Water level indicator on tank • Heat resistant glass carefae • Hinged tank id • Sylish reservoir for coffee 	1 pcs			
VII	<p>ALKANSYA (Php100.00)</p> <p>12 inches tall, lata with ipon challenge sticker</p> <p>Please see attached sample from end-user</p>	80 pcs			

TOTAL COST:	
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**The above quoted prices are inclusive of all costs and applicable taxes.*

<u>SCHEDULE OF REQUIREMENTS</u>			
The delivery schedule expressed as weeks/months stipulates hereafter the delivery date to the project site.			
Lot	Description	Total Quantity	Delivery
I			
II			
III			
IV			
V			
VI			
VII			

<u>FINANCIAL OFFER</u>	
Approved Budget for the Contract	Your Total Offered Quotation
Php37,100.00	In words:
	In figures:
<u>Payment Details:</u>	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfilment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.
Banking Institution	

Account Number	
Account Name	
Branch	

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 sixty (60) calendar days from the date of submission of quotation.
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 Department of Education Region 4A 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 DBM 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 government 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 Department of Education Region IV-A 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.

Signature over Printed Name

Position/Designation

Office Telephone Number

Fax/Mobile Number

E-mail address/es