



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON

## **REQUEST FOR QUOTATION**

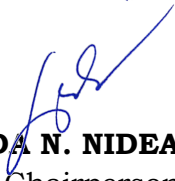
The **Department of Education Region IV-A (CALABARZON)** through its **Bids and Awards Committee**, intends to procure **“REPAIR AND IMPROVEMENT OF REGIONAL OFFICE FACILITIES”** in accordance with Alternative Method of Procurement under ☐Section 52 (Shopping) or ☒Section 53.9 (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **NINE HUNDRED NINETY-NINE THOUSAND THREE HUNDRED FOUR PESOS AND EIGHTY-SIX CENTAVOS (Php999,304.86).**

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 AUGUST 11, 2023 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 2023 **Business/Mayor’s Permit, PhilGEPS Registration Number and Latest Income/Business Tax Return** are required to be submitted along with your signed quotation/proposal.

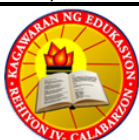
Moreover, a **Notarized Omnibus Sworn Statement (GPPB-prescribed forms)** will also be required to be submitted prior to award.

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**

  
**LOIDA N. NIDEA**  
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 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.

ROA/Pro2



**Address:** Gate 2, Karangalan Village, Cainta, Rizal, 1900  
**Telephone No.:** 02-8682-2114  
**Email Address:** region4a@deped.gov.ph  
**Website:** depedcalabarzon.ph



Certificate No. PHP QMS  
22 93 0085

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:** \_\_\_\_\_

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

**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.

<b>Item</b>	<b>Description</b>	<b>Total QTY</b>	<b>Unit Cost (VAT Inclusive)</b>	<b>Total Cost (VAT Inclusive)</b>

1.	<b>Please attached file on page 5, 6, 7 &amp; 8</b>			
<b>Specifications from End-User:</b>				
		<b>TOTAL COST:</b>		

*\*The above quoted prices are inclusive of all costs and applicable taxes.*

<b><u>SCHEDULE OF REQUIREMENTS</u></b>			
The delivery schedule expressed as weeks/months stipulates hereafter the delivery date to the project site.			
Item	Description	Total Quantity	Delivery
I			

<b><u>FINANCIAL OFFER</u></b>	
<b>Approved Budget for the Contract</b>	<b>Your Total Offered Quotation</b>
<b>Php999,304.86</b>	In words:
	In figures:
<b><u>Payment Details:</u></b>	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	
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**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



**Republic of the Philippines**  
**Department of Education**  
**REGION IV-A CALABARZON**

**PROGRAM OF WORKS**

<b>Region:</b> IV-A (CALABARZON) <b>Location:</b> Gate - 2, Karangalan Drive, Brgy San Isidro, Cainta, Rizal <b>Project Title:</b>  <b>Repair and Improvement of Regional Office Facilities</b>	<b>Date:</b> <b>Budget Allocation:</b> <b>Estimated Government Expenses:</b> <b>Approved Budget for Contract:</b> <b>Completion Period:</b> 20 days <b>Minimum Required Manpower:</b> Scaffolder      Foreman      Welder Painter      Engineer Laborer      Safety Officer <b>Minimum Required Equipment:</b> Hand Tools      Personal Protective Equipment Power Tools Safety Harness
<b>Plan:</b>	

**Location:** P. Montecer St, Malvar, Batangas, Philippines

Item I.D.	Item Description	% of Total	Unit	Quantity	Total Cost	Remarks
1.00	Mobilization					
2.00	Earthworks					
3.00	Concrete Works					
4.00	Rebar Works					
5.00	Formworks					
6.00	Doors and Windows					
7.00	Steel Works					
8.00	Roof Framing for Common Area					
9.00	Ceiling and Carpentry Works					
10.00	Painting Works					
11.00	Tile Works					
12.00	Waterproofing					
	<b>III. DIRECT COST (I + II)</b>					
	<b>IV. INDIRECT COST (22%)</b>					
	Overhead Expenses (8%)					
	Contingencies (3%)					
	Miscellaneous (1%)					
	Contractor's Profit (10%)					
	<b>Sub-Total</b>					
	<b>V. TAX 5% of (II+IV)</b>					
	<b>Sub-Total</b>					



**Republic of the Philippines**  
**Department of Education**  
**REGION IV-A CALABARZON**

**PROGRAM OF WORKS**

<b>PROJECT :</b>	<b>Repair and Improvement of Regional Office Facilities</b>							
<b>LOCATION :</b>	<b>Gate - 2, Karangalan Drive, Brgy San Isidro, Cainta, Rizal</b>							
<b>SUBJECT :</b>	<b>Detailed Cost Estimate</b>							
ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	
<b>1.000</b>	<b>Mobilization</b>							
	Mobilization/Temporary Structures, Utilities and Services/Demobilization	lot	1.00					
	Safety and Health	lot	1.00					
	Hauling cost	lot	1.00					
	<b>Sub-total</b>							
<b>2.000</b>	<b>Earthworks</b>							
<b>2.100</b>	<i>Pedestal - Common Area</i>							
	Structural Excavation	cu.m	1.00					
	Backfilling and Compaction	cu.m	1.00					
	Gravel Bedding G-1	cu.m	0.10					
	Select Fill	cu.m	1.00					
	<b>Sub-total</b>							
<b>3.000</b>	<b>Concrete Works</b>							
<b>3.100</b>	<i>Pedestal - Common Area</i>							
	Portland Cement	bag	9.00					
	Crushed Gravel 3/4"	cu.m	1.00					
	Washed Sand	cu.m	0.50					
<b>3.200</b>	<i>Slab - Common Area</i>							
	Portland Cement	bag	65.00					
	Crushed Gravel 3/4"	cu.m	7.20					
	Washed Sand	cu.m	3.60					
	<b>Sub-total</b>							
<b>4.000</b>	<b>Rebar Works</b>							
<b>4.100</b>	<i>Pedestal - Common Area</i>							
	D12mm x 6.00 mts RSB	pc	7.00					
	D10mm x 6.00 mts RSB	pc	8.00					
	G.I. Tie Wire	kg	2.00					
	<b>Sub-total</b>							
<b>5.000</b>	<b>Formworks</b>							
<b>5.100</b>	<i>Rental of scaffolding</i>							
	H- frame with cross Bracing, ladder, catwalk	set	8.00					
	GI Pipe, 2-1/2", 6m	pc	20.00					
<b>5.200</b>	<i>Pedestal - Common Area</i>							
	Coco Lumber	bd.ft	16.80					
	Plywood Ordinary, 1/2" x 4' x 8'	pc	1.00					
	CWN, Assorted	kg	3.00					
	<b>Sub-total</b>							
<b>6.000</b>	<b>Doors and Windows</b>							
<b>6.100</b>	<i>Installation of Doors and Windows</i>							
	Aluminum Framed Double Swing Door (1.91x2.15) with clear Tempered glass 6mm thk, analok Finish complete with accessories	set	1.00					
	W-2, (3.2m x 2.00m) 6mm thk. Glass Awning and Fix Casement Window, analok Finish complete with accessories	set	1.00					
	W-3, (1.91m x 0.35m) 6mm thk. Glass Fix Casement Window, analok Finish complete with accessories	set	1.00					
	Removal of Door with Jamb	set	2.00					
	D-1, Panel Door 0.90m x 2.10m on 150mm Wooden Jamb complete with Accessories (lever type door knob)	set	2.00					
	Blind Rivets	pc	150.00					
	3" Flat head Countersunk screw	pc	100.00					
	<b>Sub-total</b>							

<b>7.000</b>	<b>Steel Works</b>						
<b>7.100</b>	<i>Roof Framing for Common Area</i>						
	2 1/2" G.I. Pipe	pcs	4.00				
	L 40 x 40 x 5mm	kg	209.98				
	L 25 x 25 x 3mm	kg	57.16				
	LC 75 x 38 x 15 x 2.0mm	kg	203.55				
	Welding Rod	kg	47.07				
	<b>Sub-total</b>						
<b>8.000</b>	<b>Roofing Works</b>						
<b>8.100</b>	<i>Roofing for Common Area</i>						
	G.I. Long-Span Roofing, Rib Type, Pre- Painted, 1146mm x 0.4mm BMT	lm	49.00				
	G.I. Flashing, Preformed, Pre-Painted, 0.610m x 2.440m x 0.4mm BMT	pc	12.00				
	Teckcrew 2-3/4"	pc	250.00				
	Fascia Board, Fiber Cement 10" x 12'	pc	8.00				
	GI Gutter, 16" x 8ft	pc	3.00				
	PVC Sanitary Pipe 3"Ø x 3.0m	pc	5.00				
	Roof Drain	pc	1.00				
	<b>Sub-total</b>						
<b>9.000</b>	<b>Ceiling and Carpentry Works</b>						
<i>9.100</i>	<i>Removal DepEd Logo</i>						
	SS Steel Lettering, with 1" built-up	pc	26.00				
<i>9.200</i>	<i>Installation of DepEd Logo</i>						
	SS Steel Lettering, with 1" built-up	pc	26.00				
	Silicone Sealant, 300ml Construction Grade	pc	2.00				
<i>9.300</i>	<i>Drywall for Bulwagan</i>						
	Metal Stud 32mm x 75mm x 3m GA25	pc	18.00				
	Fiber Cement Board, 1/4" x 4' x 8'	pc	10.00				
	Blind Rivets	pc	500.00				
	<b>Sub-total</b>						
<b>10.000</b>	<b>Painting Works</b>						
<i>10.100</i>	<i>Paint Stripping Refurbishment of Fixed Louvered Panel Steel Framing (6.3m x 0.7m) - Front and Rear</i>	sq.m	39.69				
	Removal of Paint - Canopy Front and Rear	sq.m	170.94				
<i>10.200</i>	<i>Fixed Louvered Panel - Front and Rear (6.3m x 0.7m)</i>	sq.m	175.14				
	Solvent Based Acrylic Gray	gal	28.00				
	Solvent Based Acrylic Sealer Clear	gal	28.00				
	Polyester Body Filler	can	6.00				
	Paint Reducer	gal	3.00				
<i>10.300</i>	<i>Parrapet Wall</i>	sq.m	136.70				
	Neutralizer	gal	2.00				
	Latex, Flat	gal	7.00				
	Masonry Putty	gal	7.00				
	Latex, Semi Gloss	gal	11.00				
	Acri Color	qrt	3.00				
<i>10.400</i>	<i>Canopy 2nd Floor &amp; Roof Level</i>	sq.m	170.94				
	Neutralizer	gal	3.00				
	Latex, Flat	gal	8.00				
	Masonry Putty	gal	8.00				
	Latex, Semi Gloss	gal	13.00				
	Acri Color	qrt	4.00				
<i>10.500</i>	<i>Male and Female CR Bulwagan ng Karangalan</i>	sq.m	49.80				
	Latex, Flat	gal	3.00				
	Masonry Putty	gal	3.00				
	Latex, Semi Gloss	gal	4.00				
	Acri Color	qrt	1.00				
<i>10.600</i>	<i>Male and Female CR - Panel Door - Bulwagan ng Karangalan</i>	sq.m	10.58				
	Enamel, Flatwall	gal	1.00				
	Glazing Putty	gal	1.00				
	Enamel, Semi Gloss	gal	1.00				
	Paint Thinner	gal	1.00				
<i>10.700</i>	<i>Drywall for Bulwagan</i>	sq.m	28.80				
	Enamel, Flatwall	gal	2.00				
	Glazing Putty	gal	2.00				
	Enamel, Semi Gloss	gal	3.00				
	Paint Thinner	gal	1.00				
<i>10.900</i>	<i>Roof Framing for Common Area</i>	sq.m	11.69				
	Enamel, Flatwall	gal	1.00				
	Glazing Putty	gal	1.00				
	Enamel, Semi Gloss	gal	1.00				
	Paint Thinner	gal	1.00				
	Primer, Zinc Chromate	gal	1.00				
	<b>Sub-total</b>						

<b>11.000</b>	<b>Tile Works</b>							
11.100	Replacement of Tiles at Bulawagan ng Karangalan	sq.m	76.00					
	Removal of Tiles	sq.m	76.00					
	Unglazed Floor Tiles 60cm x 60cm	pc	222.00					
	Tile Adhesive 25 kg/bag	bag	15.00					
	Tile Grout 5 kg/bag	bag	6.00					
	<b>Sub-total</b>							
<b>12.000</b>	<b>Waterproofing</b>							
12.100	Canopy 2nd Floor & Roof Level (Rear)	sq.m	101.45					
	Ruberrized Liquid Asphalt	gal	34.00					
	<b>Sub-total</b>							
	<b>I. MATERIAL</b>							
	<b>II. LABOR</b>							
	<b>III. DIRECT COST (I + II)</b>							
	<b>IV. INDIRECT COST (22%)</b>							
	<b>V. TAX 5% of (II+IV)</b>							
	<b>VI. TOTAL CONSTRUCTION COST (III + IV + V)</b>							
	<b>Submitted by:</b>							
	<b>Name and Signature</b>							



