



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 **“CONDUCT OF PROCUREMENT OF MENTAL WELLNESS AND WORKSTATION EQUIPMENT WITH MINIMAL RENOVATION OF THE MEDICAL SECTION OFFICE FOR THE SCHOOL MENTAL HEALTH PROGRAM TECHNICAL ASSISTANTS”** in accordance with Alternative Method of Procurement under 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) are as follows:

LOT NO.	DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT (ABC)
1	WORK STATION	Php84,000.00
2	WORK STATION	Php277,550.00
3	WORK STATION	Php50,000.00
4	WELLNESS AREA	Php64,000.00
5	WELLNESS AREA	Php57,000.00
6	ELECTRICAL SUPPLIES	Php39,450.00

INTERESTED SERVICE PROVIDERS MAY SUBMIT A QUOTATION IN ANY OF THE ABOVE ENUMERATED LOTS AND EVALUATION, INCLUDING AWARD OF CONTRACT, WILL BE UNDERTAKEN ON A PER LOT BASIS.

The Project shall be awarded as one Project having several items that shall be awarded as one contract.

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 JUNE 27, 2025 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 2025 **Business/Mayor's Permit, PhilGEPS Registration Number and Latest Income/Business Tax Return** are required to be submitted along with your signed quotation/proposal. A valid Certificate of PhilGEPS Registration (Platinum Membership) may be submitted in lieu of the Business/Mayor's Permit.

08F/ROA/JLCC

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) 8682-2114** or by email at **bac.calabarzon@deped.gov.ph**.



LOIDA N. NIDEA
BAC Chairperson

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.

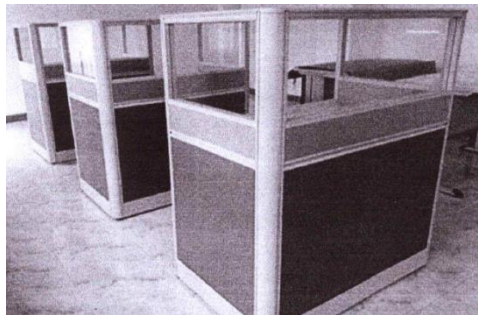
Sir/Madam:



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:

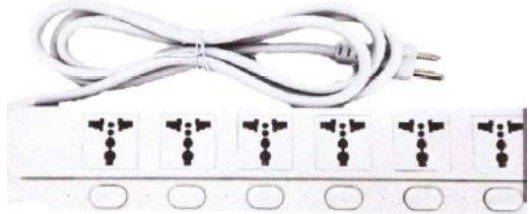

TECHNICAL SPECIFICATION


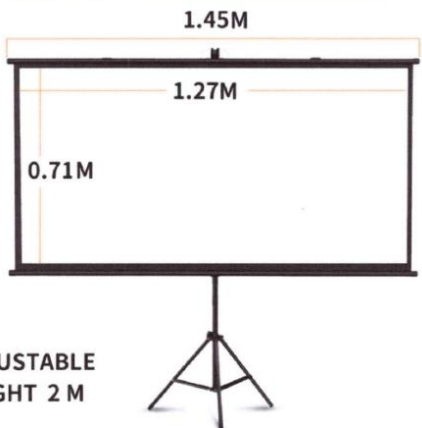
(1) Please quote your **best offer** for the item/s below. **Please do not leave any blank items. Indicate "0" if item being offered is for free.**


(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.


Item	Description	Total QTY	Bidder's Statement of Compliance ("Comply" or "Not Comply")	Unit Cost (VAT Inclusive)	Total Cost (VAT Inclusive)
LOT 1	WORK STATION				
1.	<p>Cubicle Partition Worktop</p> <ul style="list-style-type: none">• Delivery, Supply and installation of Cubicle Partition Worktop: 1.0m x 0.60m• With Cubicle: 1.1m (L) x 0.65m (W) x 1.20m (Ht)• With powder coated steel plate covering a bottom part and glass at upper part with complete accessories and others. <p>Php18,000.00/set</p> <ul style="list-style-type: none">• Beige/Charcoal Aluminum End trims 4.68cm series• Dimension: H1200mm x L1200mm x W600mm• Worktop: 25mm Laminated MDF• Fabric color and table swatch can be modified 	4 sets			

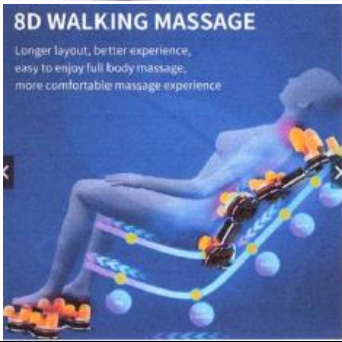
2.	Office Chair Ergonomic Chair Computer Chair High Back Swivel Chair with Armrest Breathable chair Php3,000.00/pc <ul style="list-style-type: none"> • Material: Fabric, Metal, Plastic, Wood • Chair Type: Office Chairs • Chair Back Height: High Back • Stool Height: Adjustable 	4 pcs			
TOTAL COST:					
LOT 2	WORK STATION				
1.	White Storage Box with wheels and lock Php1,000.00/pc <ul style="list-style-type: none"> • Capacity: 120L • Color: White • With Lock • With wheels 	4 pcs			

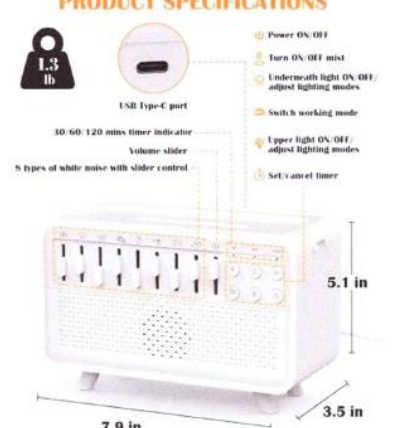

2.	Extension wire 3m with six gang outlets Php925.00/pc <ul style="list-style-type: none"> • 3 meters • 6-gang universal outlet with individual switches • Voltage: 250V • Maximum Voltage: 2500W 	6 pcs			
3.	Floor Lamp with Flexible Neck, with Bulb Php1,600.00/pc <ul style="list-style-type: none"> • Diameter: 10cm • Height: 23cm • Material: Metal & Wood • Bulb Socket: E27 • No. Of Bulb(s): 2 • Preferred Bulb Shape: Mini Globe • Preferred Bulb Glass: Opal • Preferred Bulb Color: White • Wattage: 40W • Non-Dimmable 	2 pcs			
4.	Microphone with Connection to Portable Speaker Php1,000.00/pc	2 pcs			
5.	Portable Sound system Php35,000.00/unit <ul style="list-style-type: none"> • General Specificaions: 	1 unit			

	<ul style="list-style-type: none"> With 800W RMS powerful sound, built-in lights and splashproof design Transducers: 2 x 216mm (8") woofer, 2 x 70 mm (2.75") tweeter Output power: 800W RMS (IEC60268) Powe Input: 100-240 VAC ~50/60Hz Cable Length: 2.0m / 6.6ft Frequency response: 35Hz - 20kHz (-6dB) Signal-to-noise ratio: >80dB Cable type: right-angle AC power cable (type varies by regions) 				
6.	<p>Projector Screen</p> <p>Php2,600.00/unit</p> <ul style="list-style-type: none"> 60 inch Screen with Bracket Adjustable Height to 2m Width: 1.45m Color: White With Standee <p>60 INCH SCREEN WITH BRACKET</p>  <p>ADJUSTABLE HEIGHT 2 M</p>	2 unit			
7.	<p>Camera Bag</p> <p>Php600.00/pc</p> <ul style="list-style-type: none"> Waterproof DSLR Travel Camera Bag Shoulder Lens Carry Case for Canon 1500D H: 22cm/8.7in L: 25cm/9.8in W:15.5cm/6.1in 	1 pc			

	<ul style="list-style-type: none"> Strap: L: 83.138cm/57.3in Waterproof  <p>Product Size</p> 				
8.	<p>Projector Bag</p> <p>Php1,000.00/pc</p> <ul style="list-style-type: none"> Fit for EPSON Model H976C Color: Black Large Capacity Waterproof  <p>Waterproof Large Capacity</p> 	2 pcs			
9.	<p>Desktop Document Continuous Scanner</p> <p>Php40,000.00/unit</p> 	1 unit			

10.	QR code and Portable File Scanner Mobile Device Php30,000.00/unit <ul style="list-style-type: none"> • 6.7" FHD+ Super AMOLED Display • 120HZ Refresh Rate • 50 MP Main Camera (OIS, Video HDR) + 12MP Ultra Wide + 5MP Macro, 12MP Front Camera (Video HDR, Low Noise) • 8GB RAM + 256GB Storage • 5,000mAh Battery Capacity, 45W Super Fast Charging • Exynos 1580 (4 nm Octa-core) • 6-year security upgrade, 6x OS Update • Hyperfast 5G Connectivity • 1,200 nits High Brightness, with Vision Booster • IP67 Water & Dust Resistance • Awesome Intelligence • eSIM 	6 units			
TOTAL COST:					
LOT 3	WORK STATION				
1.	Dental Chair Repair Php50,000.00	1			
TOTAL COST:					
LOT 4	WELLNESS AREA				
1.	Psychological Tests for Stress, Depression, Anxiety and Burnout Php64,000.00/set	1 set			
TOTAL COST:					

LOT 5	WELLNESS AREA				
1.	<p>Wellness Chair with Stress Relief Massage</p> <p>Php49,000.00/pc</p> <ul style="list-style-type: none"> • Massage Chair Electric Massager Therapy Automatic Body Shiatsu fully automatic • Thai massage technique, relieves stress, promotes blood circulation, and relieves body fatigue • Foot 3D roller massage + airbag massage • LCD large screen operating system • Unique hip roller massage. Other massage chairs have only vibration function • Unique AI smart chip. Multifunctional automatic massage mode • High-fidelity Bluetooth music • Waist back heating and roller massage • Length 120cm, width 76cm, height 101cm, weight 70kg • Color: Black • With a sanitizing kit (e.i, 1 gallon of alcohol, alcohol sprayer, towel cleaner, and dust wiper)  	2 pcs			
2.	<p>Aroma Therapy with Light and Nature Sound with Set of Essence Oil for Stress Relief</p> <p>Php2,500.00/pc</p>	1 pc			

	<ul style="list-style-type: none"> 3 in 1 Bluetooth-compatible speaker White Humidifier All-in-One machine Free 8 Group Nature Sound Noise: 36dB-45dB Humidification Method: Mist Discharge Capacity: <1L Voltage (V): 5V Power (W): 5W <p>PRODUCT SPECIFICATIONS</p> 				
3.	Yoga Mat Php250.00/pc 	2 pcs			
4.	Professional Automatic Blood Pressure Monitor Digital Pro BPM with charger and Extra Large (XL) Arm Cuff Php2,500.00/pc	2 pcs			
TOTAL COST:					
LOT 6	ELECTRICAL SUPPLIES				
1.	Rectangular PVC Moulding 2440mm x 40mm x 25mm Php126.00/pc	3 pcs			
2.	Surfaced Utility Box Php40.00/pc	3 pcs			
3.	Duplex Universal Outlet with Ground & Shutter Set Php272.00/pc	3 pcs			

4.	Adhesive Liquid for PVC Moulding 300g fit for Caulking Gun Php200.00/pc	10 pcs			
5.	3.5 mm² Box of 150 meters THWN-2 Wire Copper Stranded Php5,978.00/pc	1 pc			
6.	Caulking Gun Php79.00/pc	2 pcs			
7.	Labor Cost for the Intallation of partition, exhaust fan, electrical outlets, and etc. Php30,000.00/package				
TOTAL COST:					

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

<u>SCHEDULE OF REQUIREMENTS</u> Bidders must state “Comply” or any equivalent term in the column “Bidder’s Statement of Compliance” against each of the individual parameters of each SCHEDULE.	<u>BIDDER’S STATEMENT OF COMPLIANCE</u> (“Comply” or “Not Comply”)
15 CALENDAR DAYS UPON RECEIPT OF P.O.	

<u>FINANCIAL OFFER</u>	
Approved Budget for the Contract	Your Total Offered Quotation
LOT 1 - Php84,000.00	In words:
	In figures:
LOT 2 - Php277,550.00	In words:
	In figures:

LOT 3 - Php50,000.00	In words:
	In figures:
LOT 4 - Php64,000.00	In words:
	In figures:
LOT 5 - Php57,000.00	In words:
	In figures:
LOT 6 - Php39,450.00	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